



EMS Chief

(non-safety)

Definition:

A forty (40) hour per week exempt executive position under the direction and supervision of the Fire Chief. Develops, coordinates, and implements the EMS mission for the Emergency Medical Services Integration Authority (EMSIA). This includes providing oversight of all quality improvement, training, and EMS liaison functions for all member fire departments.

Minimum Requirements:

- Must be at least 18 years of age.
- Provide proof of eligibility to work in the United States.
- Possess and maintain a valid California C Driver's License.

Education and Experience:

Candidates must currently have, or be able to easily obtain, a valid California paramedic license, and must have at least two years of experience as a prehospital EMS provider. Any combination of education and experience that augments the required knowledge, skills and abilities may be additionally qualifying. This could include an AA degree in Health Science, Nursing, or a degree in a closely related field and two years of recent experience as a Registered Nurse (RN), Mobile Intensive Care Nurse (MICN), Helicopter Flight Nurse, or Physician's Assistant (PA). Candidates must also have direct teaching experience, within or outside EMS.

Licenses/Certificates:

- AHA Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), and PHTLS/ITLS provider certifications must be obtained within one year of appointment.

- Possession and continued maintenance of a California paramedic license as well as other medical certifications/licenses.
- Possession and continued maintenance of a valid California driver's license and a safe driving record.
- Successful completion of the following NIMS (National Incident Management System) certification courses within 18 months of hire: IS 100.b, IS 200.b, ICS 300, IS 700, IS 800.b.
- Successful completion of an approved two-day Designated Infection Control Officer Course within 6 months of hire date.

Desirable Qualifications:

Completion of the State Fire Marshal's Certified Medical Group Supervisor Class or equivalent training; current instructor certifications in AHA BLS, ACLS, PALS, ITLS/PHTLS.

Typical Duties:

- Develops, coordinates, and implements EMS training and education programs for EMTs and paramedics to fulfill annual CE and County EMS requirements, and to optimize the delivery of medical care in the field.
- Collaborates with member fire leadership, and County and system partners, to develop and implement consistent standards and practices for EMS operations.
- Evaluates the clinical performance of paramedics and EMTs through direct observation (Field Coaching).
- Develops and implements chart auditing programs to review the clinical performance of field responders, and as required by County EMS.
- Supervises the new employee EMS Validation and Accreditation Program.
- Develops performance improvement plans for individuals as warranted.
- Collaborates with system partners to hold call reviews as needed as part of a quality improvement program.
- Provides oversight of the Designated Infection Control Officer (DICO) Program and Infection Prevention Program utilized by all member departments.
- Performs emergency response duties as assigned and as available. EMS Chief may elect to attach to calls in order to provide support, and to conduct live time field performance observations.

- Ensures compliance with all County EMS polices and State EMS regulations.
- Participates in EMS statistical studies and analysis needed to evaluate system performance.
- Conducts Continuous Quality Improvement (CQI) in collaboration with system partners in order to identify system strengths and weakness, and to direct training programs.
- Represents the EMSIA at relevant County EMS and provider meetings.
- Maintains current and extensive knowledge of developments in EMS medical care, operations, and equipment.
- Works with allied agencies in developing operational and training strategies for managing mass violence events.
- Works with allied agencies to develop strategies for managing high frequency 911 users, as well as alternate dispositions for appropriate patients. Collaborates with all system users to find methods to more efficiently allocate EMS resources.
- Manages controlled medications program for ALS fire departments.
- Works with the EMS Section and the EMS Subcommittee to deliver operational, training, and quality improvement services to all member fire departments.
- Acts as a resource regarding questions about patient confidentiality (HIPPA) issues.

Essential Functions:

- Ability to work emergency incident response.
- Prolonged standing, walking and stooping on pavement, asphalt and uneven terrain.
- May be required to walk and run while carrying equipment for short periods of time.
- Occasionally must bend, stoop, kneel or crouch to operate equipment or carry equipment.
- Occasionally must be able to climb ladders, stairs, ramps, scaffolds, poles and the like using feet or legs and/or hands and arms.
- On an occasional basis, must be able to twist the torso, reach overhead and perform neck and cervical movement.
- Occasionally must have the strength to lift up to 50 lbs. using appropriate lifting and squatting techniques.
- Must be able to extend arms and hands in any direction and be able to

seize, hold, grasp, turn and otherwise work with hands; must have the fine finger manipulation equivalent to writing.

- Must be able to talk and hear with adequate acuity when taking orders and following directions from a supervisor.
- Must have the visual capacity, depth perception and color vision to drive and follow hazard notification signs.
- Must be able to work in a variety of environmental situations including indoors, outdoors, fumes, dust, gases, humidity, odors, ventilation, noise or vibration, extreme heat/cold, and in situations where traffic, chemical spills, fires and biohazards exist.
- Ability to work within the chain of command system, accept constructive criticism, react quickly and calmly in emergency situations.
- Ability to effectively communicate and maintain positive working relationships with peers, superiors, subordinates, and other public safety personnel and members of the public in a professional and appropriate manner.

Knowledge:

Thorough knowledge of:

- Principles, terminology, procedures, medications and equipment used in emergency medical response, including advanced life support services.
- Principles and practices of emergency medicine, including clinical assessment techniques and the principles of prioritization and stabilization.

Working knowledge of:

- The principles and practices related to the development and management of an EMS quality assurance program.
- Principles and practices of program development, evaluation, and management.
- A Fire Department's role and responsibilities related to pre-hospital basic life support, advanced life support and definitive emergency medical care.
- Fire based emergency medical programs, training methodology and technique.
- Applicable laws, codes, and regulations.

- Curriculum development, adult education classroom instruction techniques, and adult learning theory.

Some knowledge of:

- The design of clinical performance measurement instruments and mechanisms.

Ability to:

- Coordinate and effectively manage all aspects of an EMS quality assurance program.
- Monitor, evaluate and provide feedback regarding the work of EMTs and paramedics.
- Coordinate, develop and conduct training programs for staff.
- Provide instruction and effectively demonstrate a variety of medical techniques common to emergency medical situations.
- Plan, develop, coordinate and conduct EMS training based upon the continuous quality improvement plan.
- Research and analyze operational and technical issues and develop appropriate recommendations for action.
- Interpret, explain and apply applicable laws, codes, regulations, standards, policies and procedures.
- Develop and maintain accurate record keeping systems.
- Use a computer and a variety of word processing and database programs.
- Communicate clearly and concisely, both orally and in writing.
- Make effective oral presentations.
- Work within a chain-of-command system, give and accept constructive criticism.
- React quickly and calmly in emergency situations.
- Establish and maintain effective working relationships with those contacted in the course of work, including public safety personnel, agency staff, hospital staff, County EMS staff, and members of the public.
- Observe safety principles and work in a safe manner.