

**Job Class Profile: Advanced Care Paramedic****Pay Level: CG-37 Point Band: 814-847**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	5	4	5	7	5	4	5	3	5	
Points	233	67	32	33	150	87	103	64	54	823

**JOB SUMMARY**

The Advanced Care Paramedic performs professional work in the provision of medical care to patients in a variety of settings. Work involves performing independent advanced medical care and intervention to patients at pre-hospital scene settings and within healthcare facilities. Conducts physical examinations; performs comprehensive assessments and tests, interprets a variety of tests and procedures, and initiates a variety of advanced interventions. Also functions as a preceptor for advanced and primary care paramedic students.

**Key and Periodic Activities**

- Performs comprehensive assessments, physical examinations, advanced treatments, triage and interventions for all pre-hospital medical and traumatic conditions for a diverse group of patients.
- Applies advanced treatment therapies and interventions for medical disorders and traumatic injuries, in accordance with protocols or physicians orders as follows:
  - Conducts comprehensive assessments including neurological and detailed cardiac assessments, detailed chest auscultation and tests.
  - Performs advanced airway management including endotracheal intubation, and surgical airway access; maintains a patient's airway by using oropharyngeal or nasopharyngeal airways adjuncts, or by way of nasal or oral intubation (breathing tube insertion), or surgical cricothyrotomy for adults or needle cricothyrotomy for paediatrics, and performs oral and intra-tracheal suctioning.
  - Manages patient's respiratory functions, monitors blood oxygen levels and administers oxygen as required.  
Performs cardiac monitoring and implements physician level skills of electrical cardiac treatment that may arise due to cardiac insufficiency when required by protocol including cardiac electrical therapy such as manual external defibrillation, cardioversion, transcutaneous or external cardiac pacing, and cardiopulmonary resuscitation. Interprets a variety of tests and procedures including complex cardiac rhythms. Performs and interprets 12 lead electrocardiograms independently, basic laboratory and radiographic (x-ray) data, and initiates thrombolytic medication therapy (i.e. heart attack clot busting drug) through telephone consultation with a physician.
  - Performs and establishes peripheral IV's, administers unlimited medications via unlimited routes. Calculates IV flow rates, maintains flow, selects appropriate IV solution and observes patient for complications of IV therapy including the use of IV infusion pumps and medication administration.

### Key and Periodic Activities

- Provides treatment for external/internal haemorrhage and hypovolemic shock.
- Provides emergency life saving intervention during emergency childbirth, delivery complications, post natal and neonatal care.
- Performs on the scene patient extrication and spinal mobilization, long bone splinting, pre-transport stabilization, and preparation of patient(s) for transport.
- Functions as part of an interdisciplinary team within healthcare facility units such as emergency and critical care areas.
- Ensures effective communication lines are established and maintained during transport with the medical control physician. Completes patient treatment charting, records all pertinent patient information to include vitals, neurological signs, assessment findings, and treatment provided. Ensures confidentiality of patient information.
- Provides leadership and scene management during mass casualty incidents in the absence of an incident command supervisor.
- Assumes patient care management during inter-facility transports for critically ill or unstable patients.
- Preceptors and mentors advanced and primary care paramedic students during field placements to ensure students meet required competencies.
- Participates in Continuing Medical Education (CME).
- Maintains, cleans, and conducts duty checks of ambulances, equipment, and supplies and restocks when necessary.

## SKILL

### Knowledge

#### General and Specific Knowledge:

- Patient care, assessment, and advanced treatments.
- Medication administration and IV therapies.
- Pharmacology.
- Anatomy, physiology, and traumatology.
- Cardiopulmonary resuscitation (CPR), Advanced Cardiac Life Support (ACLS), Advanced Basic Trauma Life Support (BTLS), Pediatric Advanced Life Support (PALS), and Neonatal Resuscitation Program (NRP).
- First Aid.
- Ambulance operations and medical equipment.

#### Formal Education and/or Certification(s):

- Minimum: Successful completion of a Diploma as an Advanced Care Paramedic accredited by the Canadian Medical Association following completion of an accredited Primary Care Paramedicine Program.
- Current registration with the Provincial Medical Oversight Program of Newfoundland and Labrador for delegation of authority to perform medical acts under an authorizing medical physician that is licensed with the College of Physicians and Surgeons of Newfoundland and Labrador.
- Valid Class 4 Driver's license.

- Annual certification in CPR and advanced skills.
- 40 hours of Continuing Medical Education (CME).

### **Years of Experience:**

- Minimum: 3 – 4 years of experience in emergency care.

### **Competencies:**

- Effective oral and written communication skills.
- Leadership abilities.
- Critical and sound decision making skills.
- Confidence to manage a variety of situations.
- Computer skills.
- Ability to perform various medical procedures and operate a variety of medical equipment.

### **Interpersonal Skills**

- A range of interpersonal skills are utilized to listen to information from others and ask questions to gather information which is vital during patient assessments in order to gain relevant information needed to provide quality care (i.e. medical history, allergy and prescription drug information). Provides routine and complex information and direction to others (i.e. such as during mass casualty incidents), to ensure safety during an emergency situation; to effectively communicate with medical control physicians during an emergency, provide care and comfort to patients in need of emergency medical care; instruct, teach, coach and mentor paramedicine students; deal with upset or angry people at emergency scenes and provide expert advice regarding medical care.
- Communications occur with patients and their family members, employees within the immediate work area, department (i.e. nurses, physicians), and other organizations (i.e. police and fire persons, and community and service groups for promotion of profession); paramedicine students; supervisors, managers and members of the public.
- The most significant contacts are with other paramedics; emergency care team in healthcare facilities (i.e. physicians and nurses); patients/general public to whom care is provided; and the manager.

## **EFFORT**

### **Physical Effort**

- Work demands occasionally result in fatigue, requiring periods of rest.
- Regularly moves or lifts babies or equipment (i.e. IV bags, oxygen tanks, splints, etc.) up to 10 lbs; lifts and moves patients (i.e. babies, small children) and equipment (i.e. medical instruments and equipment) up and between 25-50 lbs; stretchers and adult patients (up to and over 100 lbs).
- On a regular basis, during emergencies, work is performed standing, walking or bending in awkward or cramped positions performing care to patients. Regularly required drive to and from emergency situations, to perform procedures on a patient in the back of an ambulance, or to perform documentation of incidents and situations on the computer. Job demands require the use of gross motor skills to push and pull patients on stretcher, or to move them in difficult or cramped spaces. The use of heavy machinery and equipment, some requiring controlled and rapid physical movement, when doing chest compressions, performing CPR, or operating a defibrillator. Work activities require constant bending, stretching, kneeling or pushing and pulling patients on stretchers or crawling, sometimes in very small and cramped spaces.

- Fine finger or precision work is required to operate a variety of medical equipment and to initiate procedures such as IV therapy; gross motor skills requiring strength and coordination to lift and move patients in a safe manner; utilizing medical equipment requiring very controlled movement. Physical balance is required when pushing and pulling patients on stretchers or standing in the back of an ambulance performing procedures on a patient.

### Concentration

- **Visual** concentration or alertness is required to complete site and patient assessments; to provide pre-hospital scene interventions; to read instruments/equipment/monitors; draw up medication in a syringe, to administer medications; and to drive ambulances in traffic, at night, and in adverse weather conditions.
- **Auditory** concentration is required to communicate and coordinate with personnel at the scene of an accident or medical emergency; with patients or their family members to obtain medical information; to listen to instruments and alarms on equipment and inside ambulances; and to communicate with emergency dispatch regarding situations and/or medical personnel.
- Other sensory demands such as **touch** and **smell** are utilized during patient assessments, to perform CPR and spine mobilization or splinting, to prepare and carry patients to waiting ambulances, to evaluate the scene of accidents for safety and to recognize hazards (i.e. fuel leakage); and to provide care and comfort to patients and their families.
- While each medical situation is unique, some tasks are repetitive requiring **alertness** such as patient assessment (i.e. obtaining vital signs, giving injections and medications); driving to and from emergency situations and be aware of road and traffic conditions and/or hazards.
- **Time pressures** exist in the pre-hospital setting, as a patient's life may be at-risk depending on the response times to perform life saving interventions (i.e. CPR, giving medications, and preparation of patients for transport).
- Higher than normal levels of **attentiveness or alertness** for the health and safety of others is evident when responding to emergency calls (i.e. performing site and patient assessments, providing care within the scope of practice; and driving to and from the scene).
- **Interruptions** occur in emergency situations as a result of critical and unexpected events some of which are caused by patient's medical condition, the scene itself, or other personnel (i.e. fire and police), or from family members who are distraught or require assistance.
- **Lack of control over work pace** occurs due to the unpredictable situations encountered during a medical emergency, or as a result of the number of calls for service.
- **Eye hand coordination** is required to perform medical procedures on patients (i.e. establishing IV, advanced airway procedures, medical/drug administration), and to drive an ambulance while operating lights, sirens, and communication devices.
- **Exact results and precision** is critical in assessing, and performing life-saving interventions and treatments to patients (i.e. IV therapy and CPR), and to provide an accurate patient presentation to the emergency department.

### Complexity

- Tasks and activities are different/unrelated and require the use of a broad range of skills and a diversity of knowledge.
- Tasks vary between being repetitive and well defined, to problems that are unique requiring definition, analysis, and solution development, however, may be solved in a team setting. Work requires a moderate degree of analysis to adapt to a variety of emergency care duties that involve unrelated processes and methods. Situations may be broad in scope and due to the unpredictable nature of the situation there may be limited opportunity for standardized

solutions. Work requires recognition and consideration of a number of variables in the medical management of patients and to select or develop solutions to address the situations.

- Typical challenges would be assessing a patient/scenario and a variety of variables which each presents to determine appropriate interventions for patients in need of emergency medical care. Some scenarios are complex and may require a variety of actions and solutions while others may be straightforward and can be handled in the pre-hospital setting.
- References available to address these challenges include an Online Medical Control physician via telephone, Provincial Medical Oversight protocols (to oversee patient treatment with regards to protocols for certain medical/traumatic emergencies such as chest pain, childbirth, diabetics, C-spine immobilization and mass casualty incidents); Mental Health Act regarding the treatment and transport of persons with psychiatric/psychological emergencies; organizational policies, procedures, guidelines; and managers.

## RESPONSIBILITY

### Accountability and Decision-Making

- Functions with a significant degree of independence under the direction of a medical physician utilizing established protocols and written physician orders, as well as on line consultation with a physician when necessary. Work is reviewed in accordance with established policies, procedures and legislated requirements.
- Decisions can be made regarding patient treatment and intervention based on guidelines, organizational policies and procedures and Provincial Medical Oversight protocols. All decisions made are reviewed and are addressed only if the decision or treatment is given outside of protocol.
- Approval would be required for the implementation of new medications, perform certain interventions, and make changes in policies and procedures. Administratively, this class would require approval for changes in scheduling and attendance at educational in-services.
- Discretion is exercised within predetermined limits and procedures in relation to making decisions in high stress environments; in the determination of interventions required and whether transportation to a healthcare facility is required. Direct communication with the Online Medical Physician for guidance may be exercised. A high degree of independent discretion and judgment is exercised regarding the speed to travel when responding to emergency calls, taking into account factors such as road and traffic conditions.
- Discretion and judgment are used to interpret directions and apply guidelines to make clinical decisions in patient care activities within professional standards.
- Provides information, advice and recommendations to members of the emergency medical team, patients and their families, other paramedics and students related to the medical management of patients' condition, treatments, procedures, tests, results, and interventions performed. Provides advice, guidance, direction, and instruction to paramedics, and nursing or medical students in their activities.

### Impact

- Work tasks and activities are somewhat prescribed or controlled as a result of directives that dictate medical management, patient intervention and treatment, and medical administration.
- Impacts are directly felt within the immediate work area, department, organization, as well as outside the organization and on the public. Mistakes in medication administration to a patient could lead to extreme consequences (i.e. death) or be minor in nature (no patient harm). The most significant impacts are on health and safety of patients that determines if any further

action is required (i.e. suspension or loss of license to practice).

- Resources impacted include equipment, finances, material, processes and systems such as the protocols and guidelines that are followed in the medical management of patients, information, facilities, human resources, health and safety of the public, and corporate image in terms of providing safe and competent care to the public throughout a region.
- There are positive and negative impacts resulting from the decisions made regarding assessments and interventions and in some cases, life saving measures being delivered to the patient, information that is accurate and correct, and corporate image such as the service provided.
- Errors that could occur involve medical management of patients such as performing interventions incorrectly, giving patients wrong medications and errors in documentation.
- Activities are mitigated as mistakes in the performance of work duties are reviewed by the Provincial Medical Oversight department and acted upon immediately. Errors are identified within hours of identification, may require effort to resolve and are typically detected by either this class, emergency physicians, or by other members of the healthcare team.

### **Development and Leadership of Others**

- Not responsible for supervision of staff.
- Provides on the job advice, guidance, feedback, orientation to new employees, and on the job training to staff and students.
- Performs a team lead role at the scene of medical emergencies and is responsible to take a lead role in managing the activities of the medical management team. Acts as a preceptor or technical mentor to advance and primary care paramedic students which includes delegating and organizing tasks and providing advice, guidance, feedback and expertise regarding work duties and skill competencies., as well as evaluating a students' performance.

## **WORKING CONDITIONS**

### **Environmental Working Conditions**

- Special precautions and wearing of safety equipment is required. These include personal protective equipment (i.e. blood resistant uniforms, gloves, safety footwear and sometimes gowns, masks and goggles), as well as reflective safety vests and protective headwear is carried and worn when necessary. Survival suits are worn during winter rescues.
- There is moderate to significant likelihood of minor cuts, bruises, abrasions, minor illnesses, fractures, injury, or illness resulting in partial or total disability.
- Exposed to a variety of working conditions in the pre-hospital setting, which vary depending upon the nature of the activity. Constantly exposed to distracting noise from equipment and communication devices, glare from monitors/screens, lack of privacy, and dirt/dust or garbage. Regularly exposed to odours, sharp objects, toxic substances, hazardous materials (i.e. downed power lines), vibration, fumes (i.e. fuel leakage from unstable vehicles), electrical shocks from defibrillators, awkward or confining spaces and operate heavy equipment such as oxygen tanks, wet or slippery surfaces, physical dangers, bodily fluids, infectious diseases, and limited lighting. Constantly required to travel to and from medical emergencies or when transporting patients to a healthcare facility, sometimes in adverse weather conditions. Works in a variety of temperature extremes, as they could be outside or inside depending on the location of the medical emergency. Occasionally, may be exposed to fire or dangerous heights or depths depending on the location and scene of the medical emergency.