

Acadian Health	
JOB DESCRIPTION	
Job Title:	Community Paramedic
Alternate Job Title(s):	N/A
Division/Department:	Acadian Health
Status:	Hourly – Non- Exempt
Performance Appraisal Type:	Professional

JOB SUMMARY: Primarily responsible for the care and management of the clients enrolled in an Acadian Health Program. Responsibilities include but are not limited to environmental assessment, clinical assessment, interaction, and treatment of clients, including facilitating continuity of care by interacting with other members of their interdisciplinary care team. Responsible for participating in medical research and treatment modalities as directed by the Medical Director; and other operational support functions as assigned. Additional duties may include leadership roles and training/mentoring as assigned.

REPORTS TO: Acadian Health Operations Supervisor, Acadian Health Operations Director, and program Medical Director

EQUIPMENT: Computer, printer, copier, fax, phone, iPad, portable radio, medical equipment utilized within Acadian Health programs.

DUTIES AND RESPONSIBILITIES: This job description is not intended, nor should it be construed, to be an all-inclusive list of responsibilities, duties, skills or working conditions associated with the job. It is intended to be a general description of the essential duties and requirements common to positions of this type and may be subject to change. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Perform physical and environmental assessments based on protocols specific to the patient.
2. Function in non-traditional settings and provide non-emergency clinical care with a focus on chronic disease management.
3. Work as an extension of virtual care teams under their direction as it relates to patient care and coordination of care.
4. Respond to crisis calls and provide clinical care as directed by protocol and medical control.
5. Conduct environmental assessments in support of the patient's plan of care; identify and report items/actions that contradict the plan of care.
6. Provide ongoing interaction with patients in the form of telephone calls and in-person home visits.
7. Provide disease-specific education to the patient and/or caregivers in verbal and written formats.

8. Regularly communicate with multiple agencies and other members of the Acadian Health team to facilitate continuity of care objectives; ensuring the patient is receiving all available services and proper follow-up. Examples include physicians, nurse practitioners, physician assistants, hospital case managers, social services, area council on aging, and other community service organizations.
9. Maintain timely and accurate patient medical records utilizing the electronic health record software.
10. Multi-task and make sound decisions in critical situations.
11. Participate in activities such as blood pressure or immunization clinics that promote Acadian Companies.
12. Perform other duties as assigned by the Acadian Health Operations Director or Medical Director.

QUALIFICATIONS:

1. Current CPR, PHTLS, PALS, and ACLS certifications
2. Required licensure to perform as a Paramedic within the state of employment
3. Ability to obtain Community Paramedicine certification or licensure in the state of employment within one year of hire date.
4. Effective verbal, written, and interpersonal communication skills
5. Demonstrated ability to provide effective coaching and leadership
6. Demonstrated teaching and educational facilitation skills
7. Ability to adhere to established standards for educational quality
8. Familiarity with basic computer applications and functions
9. Team-oriented and able to work effectively and efficiently with others
10. Valid driver's license and acceptable driving record in accordance with Acadian's driving and insurability policies

IF A CURRENT ACADIAN EMPLOYEE:

1. Recommendation from current OM and QIC
2. No significant clinical issues for the past one (1) year
3. Minimum of two (2) years direct patient care experience

PREFERRED REQUIREMENTS:

1. Degree from an accredited college or university
2. Previous trainer or instructor experience
3. Previous Critical Care experience

INTERPERSONAL REQUIREMENTS:

1. Maintain social, ethical, and organizational norms
2. Ability to accomplish all task details, no matter how small
3. Maintain good personal motivation; develop a sense of ownership of job tasks and results
4. Ability to work under the pressure of meeting strict deadlines
5. Excellent interpersonal and communication skills

TRAINING REQUIREMENTS:

1. Orientation to job requirements
2. Completion of the Acadian Health clinical education program

3. Completion of ride along shifts with current Acadian Health staff
4. Clearance to perform issued by an Acadian Health Operations Supervisor
5. Obtain Community Paramedicine certification or licensure in the state of employment
6. Participation in the Acadian Health continuing education program

PHYSICAL DEMANDS:

Physical activities and the amount of time spent performing each while on this job:

AMOUNT OF TIME				
	None	Up to 1/3	1/3 to 2/3	Over 2/3
Stand			X	
Walk			X	
Sit				X
Talk or hear				X
Use hands to finger, handle or feel				X
Climb or balance		X		
Stoop, kneel, crouch or crawl		X		
Reach with hands and arms			X	
Taste or smell	X			

Weight lifting requirements and the amount of time spent lifting on this job:

AMOUNT OF TIME				
	None	Up to 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds				X
Up to 25 pounds				X
Up to 50 pounds		X		
Up to 100 pounds		X		
More than 100 pounds		X		

Vision requirements:

- Close Vision (clear vision at 20 inches or less)
- Distance Vision (Clear vision at 20 feet or more.)
- Color Vision (Able to identify and distinguish colors.)
- Peripheral Vision (Able to observe areas that can be seen up and down or to the left and right while eyes are fixed on a given point).
- Depth Perception (Able to judge distances and spatial relationships.)
- Focusing (Able to adjust the eye to bring an object into sharp focus.)

WORK ENVIRONMENT:

Specific situations that lead to environmental conditions can include hazardous materials, electrical emergencies, vehicular accidents, outdoor emergency settings, hurricanes, tornadoes, industrial accidents, conditions affecting driving, settings where heavy equipment such as extrication tools are in use, etc.

Exposure to environmental conditions and the amount of time exposed to each on this job:

AMOUNT OF TIME

	None	Up to 1/3	1/3 to 2/3	Over 2/3
Wet, humid conditions (non-weather)		X		
Work near moving mechanical parts	X			
Work in high, precarious places	X			
Fumes or air borne particles		X		
Toxic or caustic chemicals		X		
Outdoor weather conditions		X		
Extreme cold (non-weather)		X		
Extreme heat (non-weather)		X		
Risk of electrical shock	X			
Work with explosives	X			
Risk of radiation	X			
Vibration		X		

Noise level associated with this job:

- X Moderate Noise (Ex: business office with typewriters and/or computer printers, light traffic).
- Loud Noise (Ex: metal can manufacturing, large earth-moving equipment).
- Very Loud Noise (Ex: jackhammer work, front row at a rock concert).