

# WEKA, LLC

<b>Job Title:</b>	Flight Paramedic	<b>Flight Paramedic</b>	
<b>Location:</b>	5630 B St. Anchorage, AK 99518	<b>Travel Required:</b>	Possible
<b>Level/Salary Range:</b>	\$ 35.00	<b>Position Type:</b>	Full Time Scheduled
<b>HR Contact:</b>	David Horne		
<b>Will Train Applicant(s):</b>	No		
<b>Applications Accepted By:</b>			
<b>E-mail:</b> <a href="mailto:david@weka.us">david@weka.us</a>  <b>Attention:</b> HR Department RE: Flight paramedic		<b>Mail:</b> David Horne WEKA, LLC P.O. Box 240474 Anchorage, AK 99524	
<b>Job Description</b>			
<p><b>Role:</b> Under the Supervisor, the ideal incumbent will perform duties associated with providing emergency medical care to the sick and injured in accordance with all applicable laws, regulations, and WEKA policies. Provides high quality pre-hospital advanced life support including assessment, triage, and treatment utilizing standards and guidelines established by Medical Director(s) within scope of practice; assesses the nature and extent of illness and injury to establish and prioritize care needed for safe transport of the critical patient to the appropriate facility working in collaboration with flight partner; is qualified to provide care for patients across the life-span in assigned clinical area; responsible for carrying out the mission and goals of WEKA assuring that safety remains the highest priority throughout the transport continuum.</p> <p><b>ESSENTIAL DUTIES AND RESPONSIBILITIES:</b></p> <p>GENERAL RESPONSIBILITIES: Provides pre-hospital advanced life support care from the initial contact until patient care is relinquished to the accepting medical facility; maintains thorough patient care documentation. Practices within his/her scope of practice as defined by the State of Alaska and WEKA. Maintains competency in knowledge and psychomotor skills by participating in ongoing laboratory and clinical experiences. Communicates educational needs to the Supervisor and Education Coordinator. Maintains documentation of required licensure, certifications, continuing education, aviation and safety training, OSHA and HIPAA training, clinical rotations, and advanced procedures. Attends minimum of six educational programs per year pertinent to his/her practice. Knowledgeable in use and routine maintenance of all equipment and supplies used by WEKA and the Client. Responsible for reporting medical equipment failures and taking initial steps to ensure repair of equipment as directed. Maintains adequate supplies onboard aircraft to deliver patient care. Keeps aircraft clean and orderly to insure rapid response to all transport requests. Maintains positive interpersonal relationships with colleagues, EMS representatives, hospitals, and the public. Participates in patient and referring institution follow-up. Participates in planned outreach marketing and education activities. Functions as a medical flight member. Attends pre-mission briefings and mission debriefings and completes necessary documentation. Assists in pre-mission liftoff checklist and assists pilot as requested, i.e., radio, navigational, and visual observation activities. Complies with safety standards to assure safety of self, medical personnel, patient, and equipment. Serves as a flight resource to neonatal/pediatric personnel when transporting specialty patients by helicopter. Performs advanced skills and procedures as approved by WEKA Medical Director(s). Serves as a role model, educator, and clinical resource. Acts as a preceptor and/or participates in orientation of new employees and students as assigned. Acts as a liaison and communicates program goals and objectives. Participates in continuing and outreach education programs. Conducts aircraft safety briefings as needed. Maintains awareness of current issues related to pre-hospital care through participation in professional activities, i.e., national, state legislative-elected or appointed. Participates regularly in departmental activities, projects and committees. Attends and</p>			

participates in meetings according to established departmental guidelines. Develops standards and guidelines related to the flight program. Participates in departmental quality improvement activities. Other duties as assigned.

## **JOB RESPONSIBILITIES RELATED TO PATIENT PRIVACY:**

The incumbent must perform all job responsibilities in a manner that protects patient privacy:

The incumbent is expected to protect the privacy of all patient information in accordance with WEKA EMS's Privacy Policies, procedures, and practices, as required by federal (and state) law, and in accordance with general principles of professionalism as a health care provider. Failure to comply with WEKA EMS's policies and procedures on patient privacy may result in disciplinary action up to and including termination. The incumbent may access protected health information and other patient information only to the extent that is necessary to complete job duties. The incumbent may only share such information with those who have a need to know the specific patient information you have in your possession to complete their job responsibilities related to treatment, payment, or other company operations. The incumbent is encouraged and expected to report, without the threat of retaliation, any concerns regarding WEKA EMS's policies and procedures on patient privacy and any observed practices in violation of that policy to the designated Privacy Officer. The incumbent is expected to actively participate in WEKA's privacy training and is required to communicate privacy policy information to co-workers, students, patients, and others in accordance with WEKA Privacy Policy.

**ADDITIONAL OBLIGATIONS AND SKILLS:** The incumbent must possess and apply knowledge and skills necessary to perform the duties of Helicopter Rescue Technician. This includes rescue situations ranging from high hoists, confined areas, elevated platforms, off center hoists, water rescue and vessel operations, both dead in water and underway. Participate in dynamic flight operations using night vision goggles. Ability to participate in operations during the day and night, often in adverse weather conditions. Comply with all federal, state, and borough regulations. Inventory, inspection, minor maintenance, and tracking of rescue equipment and devices, as well as aviation life support equipment. Act as an observer as required. Responsible for the packaging and handling of the patient/survivor from the scene into the helicopter. Post-flight decontamination of the helicopter after mission completion. Deploy rescue equipment as required. Assist with ground rescue operations as required. Participate in Safety Management System (SMS) activities to include supporting and promoting the safety culture, reporting all aviation safety-related issues, and adhering to the processes related to accomplishing SMS goals. Participate in the brief and debrief. Maintains flight currencies, training minimums, and technical rescue certifications as applicable. Ensure the timely implementation and maintenance of all equipment.

## **ADDITIONAL RESPONSIBILITIES AND ROUTINE TASKS:**

Knowledge of applicable industry safety standards, safety regulations, protocols, and procedures. Works collaboratively within a team; ability and willingness to adapt to changing business demands. Understands the need to collaborate with others to meet team goals, commitments, tasks, etc. Maintains confidentiality, and communicates truthfully, respectfully, openly, and honestly with others. Ability to interface well with internal and external clients and the public. Represents the client and the company in a highly professional manner. Demonstrates a willingness to excel and be proficient in the position. Understands the financial implications and rationale for actions.

## **QUALIFICATIONS**

The incumbent must have a minimum of either a High School diploma or equivalent required with College Degree preferred. State of Alaska Mobile Intensive Care Paramedic (MICP) license.

Specialty certification: FP-C is required within one year of hire. Minimum 3 years current experience as a critical care/emergency/Air Medical/ Pre-hospital Paramedic. Current certifications in BLS/CPR; ACLS; BTLS or PHTLS; and PALS or equivalent NRP if program provides high-risk OB and/or neonatal transports within 6 months of hire. Specialty certification (CFP or CCEMT-P) highly encouraged.

Preferred Candidates: Bachelor's degree in health-related field. Previous critical care transport experience. Flight Experience

## **PHYSICAL REQUIREMENTS OF THE POSITION**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. The position requires significant physical strength and dexterity and the ability to function in very adverse environments with exposure to numerous safety risks typically found at emergency scenes. The following guidelines are used to describe the frequency of activities in this position:

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Occasionally equals 1%-33%; Frequently equals 34%-66%; and Continuously equals 67%-100% of a typical work day.

**STANDING/WALKING:** Frequently and continuously. Standing or walking is optional while at rest at the facility. This usually includes: going to and from the emergency vehicle, getting patients from their locations, and rendering treatment. Most walking would be for short distances, as emergency vehicles are allowed to get as close to the location as possible. However, the incumbent must also be able to run these same distances, in case of an emergency where time is of the essence. Walking and running may vary, however, as the patient may be located inside a large, multi-floored facility OR may be in an austere environment. Standing, walking and running could be on all types of surfaces, including but not limited to: asphalt, cement, concrete, soft/ packed dirt, linoleum, wood, hardwood floors, dirt, uneven terrain, mountain side, mountain top etc. The individual must be able to go up and down inclines or declines that may be found statewide, etc. At a location, standing would occur more often than walking or running. Standing would occur on the wide variety of surfaces mentioned above. Standing could last from a few minutes to hours, depending on the situation. Standing could occur in the standard erect position, the kneeling or squatting position, etc. **SITTING:** Frequently when responding to a location, the individual will sit in the emergency vehicle. The emergency vehicles are equipped with a standard installed vehicle seat. The time performing the sitting activity on a call would depend upon the specific situation.

**LIFTING AND CARRYING:** Frequently required to lift and carry weights ranging from a few pounds to one-hundred (100) pound and above. Occasionally required to lift and carry weights scaled at above 100 pounds or more. Incumbents will need to lift and carry, with one team member, adult patients, lifting them from various positions (such as a bed or a chair) onto various patient movement devices, such as an ambulance/ aircraft stretcher, stokes basket, long back boards, etc., and then efficiently move them into a hovering aircraft. Other heavier objects in the high range category would be 5-foot tall, 10-inch diameter oxygen cylinders, and medical equipment boxes. The oxygen cylinders can be made of quarter-inch steel and weigh up to 113 pounds. The medical equipment boxes can weigh approximately fifty pounds or more.

**BENDING AND STOOPING:** Frequently throughout a work shift the incumbent will be required to bend in a range of 1 to 90 degrees. The average situation will require the individual to work in a range of 35 to 65 degree bends. This would involve: lifting a patient, lifting equipment, treating a patient at ground level, sitting on a bench located in the aircraft. This activity may be prolonged and last up to 30 minutes or more. During any given call, the provider may bend and/ or stoop 1 to 15 times per incident.

**CROUCHING AND KNEELING:** Frequently, crouching and kneeling may be performed when on the scene picking up equipment or assisting patients. The actual number of times this is done depends on the particular incident but may be up to 15 times for a duration up to 30 minutes or greater.

**CLIMBING:** Occasionally, this is required when climbing up and down with a patient on a stretcher or other device, and when entering or exiting the aircraft. Generally, the climbing would require that the incumbent be lifting and carrying heavy objects such as a stretcher or other device with a patient on it. Balancing may be required when backing down.

**REACHING:** Frequently to continuously throughout the work shift in order to review monitoring equipment, operate communication equipment, administer oxygen and operate equipment. The incumbent may also be required to reach in precarious positions, such as in a vehicle, which has been crushed in an accident, or in other confined spaces. If working inside the aircraft/ ambulance en route to a medical facility, the incumbent will need to reach to access the patient and supplies. Reaching will involve partial to full extension of the arms.

**PUSHING AND PULLING:** Frequently the activities that would require the most force in pushing and pulling is when removing or returning a gurney to the aircraft with and without a patient on the gurney. The weight required to push/pull will vary, depending on the weight on the gurney. Slight pushing will be required if the incumbent is performing CPR, which can require repetitive pushing and may range from a few minutes to hours. Pushing and pulling is required when operating and closing vehicle doors.

**HANDLING OR GRASPING:** Continuously, while working at any given location, continual bilateral gross manipulation is performed in this position. This may be involved when: opening/closing doors; and using, handling,

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carrying and /or operating medical equipment boxes that may weigh approximately fifty (50) pounds or more, such as stretcher rails, various handles attached to equipment, and tools. The arm and hand must be able to perform all types of positions, including supination and pronation. Hyperextension, extension and flexion of the fingers will be involved, ulnar and radial deviation, abduction and adduction of the hand and wrist will be required. A wide variety of grasping will be required, such as cylindrical grasping, palmer grasping, hook grasping, tip grasping and lateral and spherical grasping.

**HAZARDS:** The incumbent, when responding to emergencies, can be exposed to dust, fumes, gases, fire, smoke, adverse weather conditions, wildlife and chemicals. There is potential for bodily harm or death from violent patients, bystanders, wildlife or other dangers. At all times the incumbent is expected to adhere to all applicable policies and procedures concerning safety and the prevention of contamination and infection due to bloodborne pathogens.

**OTHER PHYSICAL REQUIREMENTS** Maintain balance and strength in awkward positions; Speak clearly, even under stressful circumstances; Accurately communicate ideas orally and in writing in English; Respond physically with speed; Speak at proper volumes for appropriate situations; and Must get along with others.

**WORK ENVIRONMENT:** Work environment characteristics described here are representative of those an employee encounters while performing essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. While performing duties of this job, the employee frequently works near moving mechanical parts and in outside weather conditions; and is frequently exposed to blood-borne pathogens or airborne particles, fumes and gases, electrical and chemical hazards, and vibrations/turbulence. Pre-employment and annual physicals may be required to include appropriate immunizations as required and a PPD skin test for tuberculosis. The noise level in the work environment is usually loud, requiring hearing protection while in-flight, and at a moderate level when in the hospital environment. Noise attenuation devices will be provided to all employees, but it is the employee's responsibility to utilize these devices to prevent hearing loss.

**MENTAL REQUIREMENTS OF THE POSITION** Handle a significant number of stressful situations, and be able to function calmly, coolly and collectedly under all types of stressful situations; Get along well with diverse personalities; Communicate with patients and others with empathy and respect; Create and maintain a positive and cooperative working environment in stressful situations; Work smoothly and professionally in an environment where teamwork is essential; Analyze and interpret difficult and complex patient care and personnel situations; Work independently with minimal supervision for assigned tasks; Exercise sound independent judgment within general policy and procedural guidelines; Anticipate and identify problems and take initiative to prevent or correct them; Establish and maintain effective working relationships with all levels of personnel within the medical community, client, WEKA, outside agencies, patients, and members of the community; Understand and follow federal, state and local laws, and WEKA policies, procedures and rules; Follow orders; Remember and apply concepts, knowledge and principles; and Appropriate deal with stress and maintain composure when encountering serious injuries or illnesses

## **Compensation:**

Paid \$ 35 per hour, overtime available

## **Benefits:**

Employee is eligible for benefits.

## **Disclaimer:**

The information provided in this description is designed to indicate the general nature and level of work performed by incumbent within this position. It is not to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications, and working conditions require of employees assigned to this position. Management has the sole discretion to add or modify the duties of the position and to designate other functions at any time. This position description is not an employment agreement or contract.

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Employee Signature:		Date:	
Approved By:		Date:	
Last Updated By:	David Horne	Date:	26 April 2021