

**WASHINGTON HOSPITAL CENTER  
POSITION DESCRIPTION**

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**FLIGHT PARAMEDIC**

**JOB CODE: 09380**  
**FLSA: NON-EXEMPT**

**GRADE: 35A**  
**EEO CODE: 3**

SEIU, LOCAL 722 REPRESENTED

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**GENERAL SUMMARY**

Provides comprehensive emergency medical care to the critically ill and injured during helicopter/ground transport from accident scenes, referring hospitals and, under the supervision of nursing and medical staff, to patients admitted to the trauma resuscitation unit and emergency department. Coordinates requests for transportation of patients by helicopter and ambulance.

**PRINCIPAL DUTIES AND RESPONSIBILITIES**

1. Assists with primary and secondary assessment and critical intervention of acutely ill and injured patients entering the MedSTAR system with continuous evaluation and appropriate treatment as required.\*
2. Performs advanced and basic airway techniques and treatment modalities, including oxygen therapy, airway maintenance, assisted ventilation, nasal and oral tracheal intubation, rapid sequence pharmacological induction to facilitate intubation, surgical cricothyroidotomy, needle thoracostomy.\*
3. Administers and maintains pharmacologic agents and intravenous fluids at scene and during inter-hospital transfer.\*
4. Monitors and evaluates invasive and non-invasive techniques/procedures and their therapeutic effect, including the monitoring and operation of the intra-aortic balloon pump in flight and in MedSTAR. Troubleshoots intra-aortic balloon pump, recognizes problems and makes necessary corrections. Recognition and intervention of abnormal parameters to include potentially lethal cardiac dysrhythmias requiring electric cardioversion and defibrillation.\*
5. Performs a variety of clinical duties including, but not limited to: insertion of naso and oral gastric tubes, management of autologous blood transfusion systems and preparation of surgical instrument trays. Initiates and maintains venous access and intraosseous lines.\*
6. Responsible for monitoring and recording all patient data and completion of all appropriate paperwork.\*

**FLIGHT PARAMEDIC**

**PAGE 2**

**JOB CODE: 09380**

**PRINCIPAL DUTIES AND RESPONSIBILITIES CONTINUED:**

7. Ensures system readiness post resuscitation and post flight.\*
8. Establishes and maintains professional radio communications with MedSTAR and all other agencies, adhering to all FCC protocols. Notifies pilot of all impending missions and dispatches flight crews, per protocol.\*
9. Obtains patient information, including detailed reports, when appropriate, and disseminates all necessary information to appropriate medical staff, per protocol.\*
10. Demonstrates complete proficiency in the operations of all computer software related to dispatch, navigation, and flight management. Records all information accurately, and maintains hard copy flight log book. Generates all flight related paperwork. Maintains proficiency in the use of all back-up systems, in the event of computer failure.\*
11. Communicates with MedSTAR, and all other aircraft requesting flight following assistance, on a ten minute interval, and upon arrival and departure of destination. Implements established protocol in the event of a missing or down aircraft.\*
12. Utilizes aerial topographical maps and helicopter navigation equipment to dispatch and continually monitor the location of helicopters.\*
13. Coordinates disaster communications during code orange disaster response. Serves as resource procuring and organizing helicopter response to disaster situation.\*
14. Ensures safe operations during flight related activities. Assists with helicopter safety training as directed by lead pilot.
15. Participates in on-going education, marketing, statistical, quality assurance tasks, projects and committees as assigned. Assists in the orientation of new paramedics.
16. Performs duties/responsibilities of Emergency Department Paramedic, including but not limited to:

Initiates the evaluation and treatment of patients utilizing Emergency Department protocols and ACLS protocols.

Performs a variety of clinical duties including, cleaning and suturing wounds, collecting laboratory specimens for analysis, inserting catheters, administering local anesthesia, applies spine immobilization devices, monitors vital signs, and assists with emergency medical calls throughout the hospital.

**FLIGHT PARAMEDIC**  
**PAGE 3**

**JOB CODE: 09380**

**PRINCIPAL DUTIES AND RESPONSIBILITIES CONTINUED:**

Transports patients within the hospital campus and assists patients with Activities of Daily Living such as feeding, dressing, bathing, etc.

17. Completes other duties as assigned by nurse or physician staff.

**\* These duties are designated essential in accordance with the Americans With Disabilities Act of 1990.**

### **MINIMUM JOB REQUIREMENTS**

**EDUCATION** Requires knowledge such as that which would normally be acquired through the completion of a high school education or GED, plus specialized and/or advanced clerical, technical or other vocational training acquired during 1 - 2 years of additional job-related training. May require the use of specialized medical equipment (i.e., EEG, EKG, blood analyzer), or data processing equipment (i.e., tape drives, consoles). Successful completion of the Department of Transportation (DOT) module paramedic course is required.

**Required Certification, Registration, and/or Licensure** National Registry EMT - Paramedic, VA EMT-P, MD EMT-P, DC EMT-P, DE EMT-P, Advanced Cardiac Life Support (ACLS), Basic Cardiac Life Support (BCLS), Pediatric Advanced Life Support (PALS). FP-C and CCEMT-P certifications or preferred.

**EXPERIENCE** From 2 to 3 years experience required; a minimum of two years as a NREMT-P with significant field experience in a high acuity, high volume EMS system, and pre/intra hospital experience, is strongly preferred. **Requires one year experience in all of the following: wound care including suturing and administration of local anesthesia, central line insertion (femoral), orthopedic splinting, and initial triage evaluation of patients.**

**COMPLEXITY AND JUDGEMENT** Work consists of a number of complex, and diversified duties. Job holder makes decisions, including selection of correct procedures and/or the order in which to perform each duty, following standard policy/procedure. Supervisor is consulted in unusual situations and/or where there is an exception to policy and standard procedure.

**CONTACTS/INTERACTION** Contacts/interactions in own department, including multiple locations of same department, are frequent and involve exchanging/analyzing/interpreting information and/or counseling/advising/ directing. Contacts/interactions extend beyond own department, but generally remain within WHC and/or Medlantic affiliates, are frequent, and involve exchanging/analyzing/interpreting information and/or counseling/advising/directing. Contacts/interactions extend beyond WHC and/or Medlantic affiliates, are frequent, and involve exchanging/analyzing/interpreting information and/or counseling/advising/directing.

**FLIGHT PARAMEDIC**

**PAGE 4**

**JOB CODE: 09380**

**IMPACT ON CUSTOMER/BUSINESS RELATIONS** Inappropriate decisions and errors are not readily detected and may have critical impact on, or pose significant risk to patients, visitors, and/or other Washington Hospital Center personnel. Work is not usually checked. Effect could be long-term, and may result in serious financial expense and/or negatively impact the reputation of the Washington Hospital Center.

**WORKING CONDITIONS** Working conditions are such that there is continuous exposure to a number of elements, including electrical, chemical or biological hazards. Injuries, should they occur, could result in total disability or death.

**PHYSICAL DEMANDS** Heavy Work Duties require exerting fifty to one hundred pounds of force occasionally, and/or twenty-five pounds of force frequently, and/or ten to twenty-five pounds of force constantly to move objects.

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**These statements are intended to describe the general nature and level of work being performed by personnel assigned to this job classification. They are not to be construed as an exhaustive list of job duties performed by personnel in this classification. Other job duties may be assigned by management.**

**APPROVALS:**

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**Manager/Department Head**

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**Date**

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**Director, Compensation**

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**Date**

**DATE ISSUED: 12/11/96**

**DATE REVISED: 4/5/01**

**DATE REVISED: 9-7-04**