



Career Service Authority  
Emergency Service Technician

Page 1 of 5

**GENERAL STATEMENT OF CLASS DUTIES**

Identifies, assesses, and transports public inebriates.

**DISTINGUISHING CHARACTERISTICS**

This classification is located at Denver Health Medical Center and is being maintained for promotional purposes.

***Guidelines, Difficulty and Decision Making Level:***

Guidelines are generally numerous, well established, and directly applicable to the work assignment. Work assignment and desired results are explained by general oral or written instructions.

Duties assigned are generally repetitive and restricted in scope but may be of substantial intricacy. Employee primarily applies standardized practices.

Decisions or recommendations on non-standardized situations are limited to relating organizational policies to specific cases. Problems that are not covered by guidelines or are without precedent are taken up with the supervisor.

***Level of Supervision Received and Quality Review:***

Under normal supervision, within a standardized work situation, the employee performs duties common to the line of work without close supervision or detailed instruction. Work product is subject to continual review.

***Interpersonal Communications and Purpose:***

Contacts with people under stress or emergency conditions where an immediate service is rendered according to established procedures or instructions.

***Level of Supervision Exercised:***

By position, performs leadwork.

**ESSENTIAL DUTIES**

Identifies and conducts assessment of physical and mental condition of public inebriates and transports them to Denver Cares, City Jail or appropriate medical facility, or from one facility to another.

Responds to police radio dispatch and patrols designated areas to identify public inebriates. Obtains necessary information from police officers, bystanders and affected persons to develop necessary reports and sign appropriate documents to assume responsibility of liability to transport.

Uses standard Emergency Medical Technician methodologies within program guidelines, establishes criticality of condition of persons found in a state of unconsciousness and administers basic emergency care, transports to the hospital or requests an ambulance.

Completes trip and log sheets for each individual call or encounter in a proper legal manner that can be utilized as evidence in legal proceedings.

Enforces staff and client safety within medical facility until situation can be assumed by other medical staff. Maintains security of police radio, medical supplies and assigned vehicle.

Testifies in court as required.

Inspects vehicle for proper mechanical performance and sufficient, appropriate medical supplies, replenishing supplies as necessary.

Advises supervisor of need for vehicle maintenance, repair or malfunctions.

Maintains established departmental policies and procedures, objectives, quality improvement, safety, environmental and infection control standards.

Performs other related duties as assigned or requested.

.....  
Any one position may not include all of the duties listed.  
However, the allocation of positions will be determined by  
the amount of time spent in performing the essential duties  
listed above.  
.....

## MINIMUM QUALIFICATIONS

### ***Competencies, Knowledge, & Skills:***

**Integrity/Honesty-** Contributes to maintaining the integrity of the organization; displays high standards of ethical conduct and understands the impact of violating these standards on an organization, self, and others; is trustworthy.

**Interpersonal Skills** – Shows understanding, friendliness, courtesy, tact, empathy, concern, and politeness to others; develops and maintains effective relationships with others; may include effectively dealing with individuals who are difficult, hostile, or distressed; relates well to people from varied backgrounds and different situations; is sensitive to cultural diversity, race, gender, disabilities, and other individual differences.

**Decision Making** – Makes sound, well-informed, and objective decisions; perceives the impact and implications of decisions; commits to action, even in uncertain situations, to accomplish organizational goals; causes change.

**Stress Tolerance-** Deals calmly and effectively with high stress situations (for example, tight deadlines, hostile individuals, emergency situations, dangerous situations).

**Public Safety and Security** – Knowledge of intelligence operations; public safety and security operations; occupational health and safety; investigation and inspection techniques; or rules,

regulations, precautions, and prevention techniques for the protection of people, data, and property.

**Reading** – Understands and interprets written material, including technical material, rules, regulations, instructions, reports, charts, graphs, or tables; applies what is learned from written material to specific situations.

**Writing** – Recognizes or uses correct English grammar, punctuation, and spelling; communicates information (for example, facts, ideas, or messages) in a succinct and organized manner; produced written information, which may include technical material, which is appropriate for the intended audience.

**Medicine and Dentistry** – Knowledge of the information and techniques needed to diagnose and treat human injuries, diseases, and deformities. This includes symptom, treatment alternatives, drug properties and interactions, and preventive health-care measures.

**Psychology** – Knowledge of the concepts, principles, and theories of human behavior and performance in various contexts, mental processes, or the assessment and treatment of behavioral and affective disorders.

Knowledge of necessary safety precautions sufficient to be able to transport others by escort or vehicle.

Knowledge of security procedures sufficient to be able to establish and maintain secure storage of equipment and supplies.

Knowledge of common safety hazards and necessary safety precautions for self and other sufficient to be able to establish a safe work environment.

Knowledge of blood borne pathogen regulations and universal precautions sufficient to be able to protect self and others from possible infection.

Knowledge of inventory practices sufficient to be able to maintain adequate levels of supplies.

Knowledge of basic automotive mechanics sufficient to be able to inspect and insure proper performance of a vehicle.

Knowledge of departmental policies, procedures, and objectives sufficient to be able to maintain the expected level of efficiency.

Skill in the interpretation and application of written guidelines, precedents, and work practices to standardized work situations or specific cases.

Skill in recognizing non standardized situations and preparing recommendations for problem resolution.

Skill in assessing the physical and mental condition of public inebriates.

Skill in utilizing a variety of dispatch equipment.

Skill in reacting effectively and calmly in emergency and stressful situations.

Skill in speaking clearly, concisely and effectively to elicit and communicate explanatory or interpretive information

Skill in carefully transporting others.

Skill in performing basic Emergency Medical Technician (EMT-B) emergency care.

Skill in communicating clearly and concisely to elicit and/or present explanatory or interpretive information.

Skill in preparing and maintaining files and records.

**Physical Demands** (Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs):

Standing: remaining on one's feet in an upright position.

Walking: moving about on foot.

Sitting: remaining in the normal seated position.

Carrying: transporting an object, usually by hand, arm, or shoulder.

Pushing: exerting force upon an object so that the object is away.

Pulling: exerting force on an object so that it is moving to the person.

Climbing: ascending or descending objects usually with hands/feet.

Balancing: maintaining body equilibrium to prevent falling over.

Stooping: bending the body by bending spine at the waist.

Kneeling: bending legs to come to rest on one or both knees.

Crouching: bending body downward and forward by bending legs.

Reaching: extending the hand(s) and arm(s) in any direction.

Handling: seizing, holding, grasping, or otherwise working with hands.

Fingering: picking, pinching, or otherwise working with fingers.

Feeling: perceiving attributes of objects by means of skin receptors.

Talking: expressing or exchanging ideas by means of spoken words.

Hearing: perceiving the nature of sounds by the ear.

Repetitive motions: Making frequent movements with a part of the body.

Lifting: Raising or lowering an object more than 50 pounds.

Far acuity: ability to see clearly at 20 feet or more.

Near acuity: ability to see clearly at 20 inches or less.

Depth Perception: ability to judge distance and space relationships.

Field of Vision: ability to see peripherally.

Accommodation: ability to adjust vision to bring objects into focus.

Color Vision: ability to distinguish and identify different colors.

### **Working Environment:**

Extreme Cold: temperature cold enough to cause marked bodily discomfort.

Extreme Heat: temperature hot enough to cause marked bodily discomfort

Temperature Changes: variations in temperature from hot to cold.

Hazards: conditions where there is danger to life, body, and/or health.

Exposed to infections and contagious diseases

Exposed to hazards of handling diseased organs and tissues

Exposed to the risk of blood borne diseases

Exposed to hazardous anesthetic agents, body fluids, and wastes

Exposure to unpleasant patient of unit elements

Contact with patients under wide variety of circumstances

Exposed to patient elements

Subject to varying and unpredictable situations

Handles emergency or crisis situations

Performs emergency care  
Exposed to odors in kitchen and/or patient areas  
Subject to many interruptions  
Subject to long irregular hours  
Pressure due to multiple calls and inquiries of a patient

***Education Requirement:***

Graduation from high school or possession of a GED Certificate desirable.

***Experience Requirement:***

One year of experience assisting patient caregivers in a health care environment.

***Education/Experience Equivalency:***

None

***Licensure and/or Certification:***

Requires valid Colorado "R" driver's license.  
Possession of a Colorado Emergency Medical Technician Basic Certificate (EMT-B) issued by the State of Colorado.

**CLASS DETAIL**

***FLSA CODE:*** Nonexempt

***ESTABLISHED DATE:*** 09/16/95

***ESTABLISHED BY:*** Jean Canfield

***REVISED DATE:*** 11/8/09

***REVISED BY:*** Paul Wiberg

***CLASS HISTORY*** 11/8/09: Competencies added. Put into a new format.