

Summary of Duties: Engages directly in fire suppression, fire prevention, Emergency Medical Service (EMS) and related activities for the saving of life and property; operates and maintains firefighting and emergency medical equipment, tools and apparatus; renders Basic Life Support (BLS) to sick and injured at the scene and in transit to a hospital; may provide Advanced Life Support (ALS); and does related work.

Distinguishing Features: Firefighter is the entry-level class in the uniformed ranks of the Fire Department. An employee in this class is normally trained during the first year on the job to perform basic fire suppression and Emergency Medical Technician I (EMT) duties.

Although firefighting continues to be a primary mission of the Fire Department, its role has evolved and now encompasses medical emergencies, hazardous materials incidents, rescues and other emergencies.

Fire Suppression and Rescue

A Firefighter may operate the smaller, less complex, fire apparatus or an ambulance, or may tiller an aerial ladder truck. Normally an Engineer of the Fire Department drives, operates, and maintains heavy pumping apparatus and an Apparatus Operator drives, operates, and maintains an aerial ladder truck. However, a Firefighter must qualify to operate such equipment and may operate these vehicle types under emergency and non-emergency conditions while the regularly assigned operator is temporarily absent.

Emergency Medical Services

A significant portion of a Firefighter's time will be devoted to providing emergency medical services to the public and may include incidents ranging from single-patient auto accidents to multi-casualty activities at major emergencies involving structure fires, building collapse, aircraft and hazardous materials incidents.

All Firefighters receive training as Emergency Medical Technicians and manage basic life support patients that do not require paramedic certification. Basic life support treatments include such procedures as cleaning and bandaging minor wounds, splinting, and Cardiopulmonary Resuscitation. An EMT-certified Firefighter may be placed in charge of a rescue ambulance, of basic life support at the scene of an emergency, and in transit to a hospital. Some Firefighters will be chosen for paramedic training and

must obtain a valid Mobile Intensive Care Paramedic Certificate issued by the Director, Department of Health Services, County of Los Angeles. These employees must maintain this certification in order to provide paramedical services.

Firefighters with paramedic certification provide prehospital emergency medical care under direct supervision of a base hospital, or the standing orders of a base hospital. Examples of these types of services include cardiac monitoring and defibrillation, advanced airway management, and administration of drugs.

A paramedic-certified Firefighter is responsible for rendering basic life support and advanced life support to persons suffering from traumatic wounds and injuries, serious illnesses, and communicable diseases, and for transporting such persons to hospitals when necessary. A paramedic-certified Firefighter may be placed in charge of a rescue ambulance and will direct the performance of basic life support and advanced life support services at the scene of an emergency and in transit to a hospital.

Fire Prevention and Public Safety

When assigned to a fire company or to the Fire Prevention Bureau, a Firefighter makes fire inspections that require less technical background, knowledge, and specialized training than is required of a Fire Inspector. A Firefighter inspects buildings ranging from single family residences to public assemblage facilities in order to ensure compliance with the fire code.

A Firefighter normally works in accordance with standard operating procedures and under the orders of a Fire Captain. However, the employee frequently makes independent decisions affecting life and property. Employees in this class must be capable of intensive physical exertion for extended periods under hazardous conditions. They also must have skill in establishing and maintaining good employee and public relations.

A Firefighter differs from a Fire Captain in that a Firefighter is the entry-level class in the uniformed ranks of the Fire Department involved directly in fire suppression, hazardous materials incidents, fire prevention, and emergency medical services, whereas a Fire Captain performs duties that involve supervising and participating in the above mentioned activities.

Examples of Duties: A Firefighter may perform some or all of the duties listed in the categories below:

* **Fire Suppression and Rescue**

- Responds to fire alarms with the company.
- Connects and lays hose lines.
- Enters burning buildings with hose lines.
- Assists in rescuing persons from burning buildings and from other places where life is in danger.
- Uses hand fire extinguishers and a variety of hand tools and gasoline or hydraulically-powered equipment.
- Raises and climbs ladders.
- Lowers ladders.
- Makes forcible entry into buildings.
- Ventilates buildings to relieve smoke, heat, and gases.
- Follows established procedures for handling and making notification about hazardous materials or conditions.
- Uses self-contained breathing apparatus.
- Assists in overhauling operations to ensure that the fire is completely extinguished.
- Replaces broken or ruptured sprinkler heads to prevent unnecessary water damage.
- Protects property by spreading salvage covers and by using sawdust, brooms, mops, shovels, and similar equipment.
- May tiller an aerial ladder truck or operate and maintain a tank wagon, squad, or smaller automotive apparatus.
- Uses a hose line or brush tools to control grass and brush fires.
- Assists in extinguishing fires in aircraft and aboard ships.

* **Emergency Medical Services**

- Drives a Fire Department Rescue Ambulance under all types of conditions.
- Examines sick and injured persons, determines necessary actions, and renders BLS or ALS.
- Assists in patient stabilization prior to transporting a victim.
- Replenishes emergency medical supplies in an ambulance.
- Responsible for the condition and safe operation of an ambulance and its readiness for service.
- Determines the procedures for handling and disposition of patients with contagious diseases.
- Under direct supervision of a physician or registered nurse, administers intravenous saline, glucose, or volume expanding agents or solutions.
- Performs gastric suction by intubation.
- Performs pulmonary ventilation by use of esophageal airway.

- Obtains blood.
- Applies rotating tourniquets.
- Administers parenterally, orally, or topically various classes of drugs and solutions, including antiarrhythmic agents, narcotic antagonists, vagolytic agents, chronotropic agents, alkalinizing agents, diuretics, anticonvulsants, bronchodilators, and emetics.
- Follows prescribed procedures when dead bodies are found.
- Assists in rescue operations of trapped victims.
- Assists in lifting and carrying patients.
- Cares for patients in transit to hospital facilities.
- Prepares records and reports of patients treated.
- Instructs in cardiopulmonary resuscitation.
- Keeps records and makes reports of gas and oil consumption, service and repair, mileage, and number of trips made.
- Directs the operations of a rescue ambulance, and the administration of BLS and ALS in an emergency and non-emergency situation.
- Supervises the field training and evaluation of trainees.

* **Station Activities**

- Cleans firefighting/emergency medical services equipment and apparatus.
- Assists in maintaining fire station cleanliness.
- Participates in station security procedures.
- Attends, conducts, and participates in training activities.
- Participates in physical fitness program.
- Assists with office duties.
- Qualifies to operate heavy pumping and aerial ladder apparatus.

* **Medical Quality Assurance**

- Monitors dispatch tapes for adherence to Medical Priority Dispatch System criteria.
- Conducts dispatch tape reviews and reviews of reports and records.
- Conducts on-site audits of emergency medical services provided by Firefighter personnel and private ambulance companies.
- Conducts oral and written post-incident critiques with Fire Department personnel and private ambulance companies to maintain high performance levels.
- Conducts interviews with emergency room staff and patients regarding quality of services provided.
- Assists in formulating recommendations for standards

of emergency medical service (EMS) performance and EMS protocols.

- Assists in formulating recommendations for EMS training.

* **Fire Prevention and Public Safety**

- Inspects property for adequate brush clearance.
- Enforces fire prevention laws and regulations in the Mountain Fire District.
- Acts as company fire prevention inspector for residential and small commercial structures within an assigned district.
- Issues notices of Fire Code Violation or Fire/Life Safety Violation to abate hazards.
- Prepares drawings for building inventory program.
- Participates in company pre-fire planning inspections to become familiar with firefighting conditions.
- Assists managers in developing an emergency organization structure for industrial and commercial facilities, high-rise structures, hospitals, and government facilities.
- Presents talks and gives demonstrations to schools, civic service, social, and other groups to increase public awareness toward fire safety, medical emergencies and disaster preparedness.
- Inspects tank ships entering the Port of Los Angeles.

* **Dispatch**

- Receives telephone calls of fires and requests for emergency medical service and dispatches fire apparatus and rescue ambulances to emergency incidents.
- Assists in controlling the distribution of apparatus and receives reports and notifies stations of apparatus out-of-service, water shut off at fire hydrants, and closed streets.
- Records locations and movements of chief officers, arson investigators, photographers, and mechanics.
- Operates complex radio switching and dispatch telephone facilities, teletype and microfiche equipment, and computer terminals.
- Using a protocol system, distinguishes between BLS and ALS incidents in determining resources needed.
- Matches appropriate medical resources to patient's needs.
- Telephonically gives pre-arrival instructions to citizens.

* **Ancillary Duties**

- Maintains a chief officer's vehicle and drives under non-emergency and emergency conditions.
- Assists in varied administrative duties, overtime hiring, timekeeping, personnel procedures, and supply control.
- At emergencies, gathers information for and forwards directions from a chief officer.
- Transmits and receives radio reports.
- At emergencies, provides situation status and resource status information.
- Compiles incident summaries from subordinate units' reports.
- May photograph unusual fire conditions or suspicious circumstances.

May occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

Qualifications: Incumbents must have the following abilities:

The ability to:

- Read and understand Department policies, rules, instructions, and written material relating to firefighting and emergency medical service.
- Learn firefighting evolutions and emergency medical techniques and methods to apply same to specific situations.
- Learn and apply the knowledges and skills required to administer basic life support and advanced life support to sick and injured persons.
- Operate firefighting apparatus and equipment, emergency medical equipment including an ambulance, materials, and tools.
- Analyze situations quickly to adopt effective courses of action, frequently under hazardous or life-threatening circumstances.
- Protect and conserve merchandise, citizens' and patients' effects, and other valuables under high-stress emergency conditions or with minimal supervision.
- Understand and follow oral and written directions.
- Deal tactfully and effectively with sick and injured persons and with other employees, officials and the public.
- Complete records and write reports.

Minimum Requirements: Candidates must be at least 18 years of age. In addition, graduation from high school or G.E.D.

equivalent is required.

License: A valid California driver's license is required.

Some Firefighters will be chosen for on-the-job training in advanced life support. At the completion of their classroom and practical training, these employees must obtain a valid Mobile Intensive Care Paramedic Certification issued by the Director, Department of Health Services, County of Los Angeles.

Because this class has been designated as Safety Sensitive in accordance with City policy, a drug and alcohol screening test may be required prior to appointment.

Physical requirements: Candidates must fully meet the physical standards prescribed by the Board of Civil Service Commissioners.

Appointment to this class is subject to a one-year probationary period as provided by Section 109 of the Los Angeles City Charter.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.

Note: Former Paramedics, Code 2307, Ambulance Drivers, Code 3571, and Ambulance Attendants, Code 2305, who received a Charter Section 108 Transfer to the class of Firefighter may be assigned to any of the positions in the class of Firefighter. The Fire Department will require successful completion of fire suppression training before any of these individuals are assigned to fire suppression duties.