

Emergency Medical Services Educator (2322)  
Task List

1. Prepares and presents classroom lectures on emergency medical services subjects to ensure Department members are in compliance with State and Los Angeles County continuing education requirements.
2. Conducts post-incident case analyses for use in trainings by reviewing records such as electronic patient care reports (ePCR), EMS 911 recordings, and the Los Angeles County EMS Agency Pre-Hospital Care Policy Manual to ensure proper patient treatment is provided in accordance with LAFD policies and State and local protocols.
3. Reviews Fire Department EMS forms (e.g., Department notices, training bulletins) in order to ensure practical application of pre-hospital care modalities.
4. Researches current State and local pre-hospital care literature in order to update awareness, identify trends, and to develop lesson plans for Department members.
5. Prepares, maintains, and orders necessary supplies, equipment and instruction materials in order to instruct classroom training.
6. Provides and tracks continuing education by scheduling classes and monitoring members' attendance and completed hours to ensure compliance with State and local mandated requirements.
7. Represents the Fire Department at meetings and conferences relative to pre-hospital care continuing education.
8. Prepares and administers exams (e.g., written exams, skills tests) in order for members to demonstrate proficiency and/or achieve continuing education certification units.