

**EMS Advanced Provider
(CLASS CODE 2341)**

TASK LIST - 2022

1. Provides scheduled and unscheduled non-emergent patient care both directly and via telehealth to the ill and injured within the pre-hospital setting.
2. Acts as lead worker to staff involved in the pre-hospital care delivered through the Advanced Provider Response Unit (APRU).
3. Provides secondary caller interrogation for specifically designated low acuity calls in the Metropolitan Fire Communications (MFC) 911 dispatch center or via telehealth.
4. Acts as lead worker to other staff involved in the clinical care delivered through the APRU.
5. Analyzes and interprets patients' history, symptoms, physical findings and diagnostic information to develop appropriate diagnoses, treatment decisions, and follow-up plans and appointments.
6. Collaborates with community stakeholders to develop long term care plans to address primary care issues, substance abuse issues, and mental health problems for frequent participants in the EMS system.
7. Administers, prescribes, and dispenses medications within the scope of the program protocols, the guidelines of the California State Board of Nursing or under medical direction through the Delegation of Services Agreement, and the Federal Controlled Substance Act.
8. Performs procedures including, but not limited to, repairing minor lacerations, treating minor burns and abrasions, removing superficial foreign bodies, establishing intravenous lines, applying dressing and bandages, splinting injured extremities, inserting Foley catheters, treating epistaxis, and treating fractures and dislocations.
9. Collaborates with those in other disciplines such as social services, community outreach groups, substance abuse counselors, and mental health professionals who are involved with the care of patients.
10. Educates patients about self-management of acute or chronic illnesses and tailors instructions to patients' individual circumstances.

11. Diagnoses and treats chronic health care problems such as high blood pressure or diabetes.
12. Provides patients with information needed to promote health, reduce risk factors, or prevent disease or disability.
13. Collaborates with the EMS Advanced Provider Supervisor and/or Medical Director on patient care-related issues as delineated in the program's protocols.
14. Performs medical screening examinations to determine the presence of any preexisting emergent medical conditions.
15. Ensures adequate inventory of equipment, medication/drugs, and medical equipment.
16. Completes electronic patient care reports for every patient encounter as indicated per policy.
17. Prepares monthly and quarterly reports on topics such as overall productivity, meetings with outside stakeholders, and patients who use the service.
18. Processes designated low acuity 911 calls via telehealth to identify those calls which can be handled without the dispatch of emergency resources.
19. Performs job duties in various situations and locations.
20. Listens actively, giving full attention to what other people are saying, taking time to understand what is being said, and asking questions as appropriate.
21. Communicates effectively and efficiently and deals tactfully with patients, City employees, other medical providers, and the public.
22. Completes all necessary record-keeping documents related to the medical care/services provided.