

POSITION DESCRIPTION

QUALIFIED PARAMEDIC

Position Summary

This position provides efficient and competent treatment and transportation of the sick and injured in accordance with the skills, protocols and qualifications of the applicable Paramedic classification with an Authority to Practice in the Northern Territory.

Position Details

Title	Qualified Paramedic		
Position Reference	AMB-004		
Division	Ambulance Services		
Primary Location	Darwin / Alice Springs / Katherine / Tennant Creek / Nhulunbuy		
Classification	Paramedic St John Ambulance Australia (NT) Inc. Ambulance Enterprise Agreement 2022-2025		
Reports to	Area Manager/Duty Manager		
External Relationships	General public, suppliers, patients, clients and the community.		
Date PD approved		Date to be reviewed	

Values

Integrity	acting honestly and reliably when delivery our services
Respect	treat our people with respect at all times; ourselves, our colleagues, our members and all the people we support
Quality	highest quality service delivery, training, development and clinical standards
Dedication	actions are undertaken with commitment, enthusiasm and loyalty protecting our people, our patients and the environment
Compassion	caring about all members of the community

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Position Requirement

Key Result Area	Key Activities
Service Delivery	<ul style="list-style-type: none"> Ensure prompt, efficient and skilled care and stabilisation (where appropriate) for all patients before transportation, with safe and efficient transport and continuing care-en-route to the medical facility
	<ul style="list-style-type: none"> Maintain all ambulance vehicles, associated equipment and property in a state of readiness and/or operational effectiveness and complete all required vehicle/equipment checks at the commencement of each shift of duty as soon as possible, given operational demands, including advertising of any significant defect that may render any fleet vehicle unsafe or ineffective for its operational role.
	<ul style="list-style-type: none"> Maintain a high level of personal appearance and hygiene, in the interests of image and safety and in conformity with all St John NT policies, rules, regulations, procedures and protocols.
Quality Assurance	<ul style="list-style-type: none"> Undertake all ambulance and associated duties in accordance with prescribed policy, rules, regulations, procedures and protocols, including responding to call promptly, as directed by the Area Manager, their delegate or Emergency Medical Dispatcher.
Relationships	<ul style="list-style-type: none"> At all times encourage and foster goodwill and working relations with the general public, fellow officers and other Emergency/Health Services, including Health, Police, Fire, NTES, Careflight and RFDS etc.
Skills and Competencies	<ul style="list-style-type: none"> Maintain and update skills and competencies in patient care and management and be thoroughly conversant with all ambulance equipment on fleet vehicles.
Reporting	<ul style="list-style-type: none"> Accurately complete electronic Patient Care Report (ePCR) and all other relevant reports/documentation that ensure that all such documents are submitted to the relevant officer by the end of each shift of duty.
Communication	<ul style="list-style-type: none"> Maintain direct and effective channels of communication at all times with the Area Manager / Management and/or Communications, including maintenance of local control at all accident/incident scenes. This may involve cooperation / coordination / consultation of a scene at which another Emergency Service or medical officer is present.
Development	<ul style="list-style-type: none"> Assist in the ongoing practical, theoretical and experiential education and training of Graduates or other junior Qualified Paramedics.
	<ul style="list-style-type: none"> Maintain and update knowledge, skills and competencies in patient care and management and be thoroughly conversant with all ambulance equipment. Successfully complete a program of training and structural clinical experience leading to clinical credentialing as a qualified paramedic.
Other	<ul style="list-style-type: none"> Perform other duties as directed, consistent with the officer's level of training and experience

Position Organisational Responsibilities

Values	Position will demonstrate and encourage behaviour in line with our values of Integrity, Respect, Quality, Dedication and Compassion
Behaviour	Position will demonstrate behaviour of the highest of integrity; that is free from bullying, harassment and discrimination and that abides by the Code of Conduct
Customer Service	Position is required to provide excellent customer service to all internal and external stakeholders including the general public, clients and customers
WHS	Position is responsible for:



	<ul style="list-style-type: none"> • Coordination and implementation of the WHS Management systems and procedures • Monitoring and performance reporting • Hazard identification and WHS management • Emergency response • Internal auditing • Risk planning
Legislative Framework	Position is accountable for all legislative obligations relevant to the position
Corporate Records	Position is responsible for accurate and timely of all records as per organisational processes

Person Specification Position Details

Core Competencies	Behavioural Indicators
Collaboration and Partnership	<ul style="list-style-type: none"> • Work effectively and cooperatively with others. • Build and sustains collaborative professional relationships as a member of a team. • Make appropriate referrals to other health care professionals/service providers. • Demonstrate understanding of the range and limitations of operational relationships between Paramedics and other healthcare professionals. • Demonstrates understanding of the principles and practices of other healthcare professionals and healthcare systems and how they interact with the role of a Paramedic. • Consult effectively with relevant health care professionals and service providers to facilitate continuity of care • Contribute effectively to work undertaken as part of a multi-disciplinary team.
Communicate and work in health and emergency services	<ul style="list-style-type: none"> • Analyse and interpret information to identify relevant key information. • Use communication skills to avoid, defuse and resolve conflict situations. • Communicate information in a manner that is clear and easily understood. • Listen to requests, clarify meaning and respond appropriately. • Use medical terminology correctly in verbal, written and digital communications. • Follow communication protocols that apply to interactions with different people and lines of authority. • Uses vocabulary appropriate to the audience. • Provides patients (or people acting on their behalf) with the information necessary to enable them to make informed decisions.
Decision making	<ul style="list-style-type: none"> • Make sensible, practical decisions about their practice, taking account of all relevant information and the best interests of the people who use or are affected by the service that is being provided. • Collect and analyse information to problem solve and make sound decisions. • Evaluate and interpret information to integrate into decision making.
Health and Wellbeing	<ul style="list-style-type: none"> • Develop and maintains personal health and wellbeing strategies. • Practice safe manual handling techniques within the scope of paramedic duties. • Maintain physical health, fitness and nutrition.



	<ul style="list-style-type: none"> • Develop strategies to manage personal stress • Recognise sources of stress in own job role. • Recognise triggers and own response to stress Actively maintain a safe working environment for self and partner. • Applies infection control procedures that minimise risk to patients and those treating them.
Clinical Practice	<ul style="list-style-type: none"> • Identify anxiety and stress in patients, carers and others and recognise potential impact upon communication. • Use clinical reasoning and problem-solving skills to determine clinical judgments and appropriate actions. • Draw on appropriate knowledge and skills in order to make professional judgments. • Formulate specific and appropriate patient care and treatment actions. • Conduct appropriate diagnostic or monitoring procedures, treatment, therapy or other actions safely. • Operate effectively within a mobile environment.
Work with diverse people	<ul style="list-style-type: none"> • Identify and reflect on own social and cultural perspectives and biases. • Value and respect diversity and inclusiveness across all areas of work. • Where a language barrier exists, use effective strategies to communicate in the most efficient way possible. • Seek assistance from interpreters or other persons according to communication needs.

Selection Criteria

Qualifications	<ul style="list-style-type: none"> • Preferably a Current Authority to Practice with a CAA approved Emergency Ambulance Service or recognised Ambulance Service from a regulatory system. • APRHA Registration as a Paramedic.
Experience	<ul style="list-style-type: none"> • Previous experience in a similar position. • High level of clinical knowledge. • Previous experience working in a Volunteer Organisation – desirable.
Clinical understanding	<ul style="list-style-type: none"> • Demonstrate understanding of clinical excellence and how you apply that to your practice.
Organisations Skills	<ul style="list-style-type: none"> • Ability to uphold the values and principles of St John NT. • Adhere to policies and guidelines regarding confidentiality and patient sensitivity • Exhibit self-motivation including a commitment to continually improve and update skills. • Have a willingness to work in a small team environment.
Communication Skills	<ul style="list-style-type: none"> • Proven ability to communicate verbally and in writing, professionally and accurately to a high level.
Interpersonal Skills	<ul style="list-style-type: none"> • Ability to work under pressure. • Proven ability to work with competing demands and within timeframes. • Demonstrated commitment to maintaining medical, physical and psychological wellbeing in order to safely undertake all the duties of a Paramedic.
Health Issues	<ul style="list-style-type: none"> • Demonstrate your understanding of the health issues impacting indigenous Australians in the Northern Territory.



Licences, Cards and Certificates	<ul style="list-style-type: none"> • NT Manual Drivers Licence - unrestricted • Current Ochre Card (Working with Children NT) or be willing to obtain.
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Additional Information

Requirements	<ul style="list-style-type: none"> • Pre-employment medical is required prior to commencement. • At times of peak work demand, this position may be asked to participate in some after-hours work.
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Approvals / Sign Off

I have read and understood this position description and in signing this document agree that I am capable of fulfilling all of the requirements of this position prescribed in this document.

Employee

Printed Name:

Signature:

Date

