



Job Description

Job title	EMT- Intermediate Level	Job Holder	
Reports to	EMS Manager	Section	EMS

Background Information

The Cayman Islands Health Services Authority (“HSA”) provides and administers health care services and public health functions for residents of the Cayman Islands in accordance with the National Strategic Plan for Health.

Services are delivered primarily through the 136-beds at the Cayman Islands Hospital (the country’s principal health care facility), and the 18-beds at the Faith Hospital on Cayman Brac. Ancillary services are offered at district health centers, and clinics for dental and ophthalmologic care. Residents of Little Cayman can access care through the island’s clinic which is a purpose-built facility.

The Emergency Medical Services (Ambulance) is the primary provider of Pre-Hospital care and transport to all resident and visitors to our Island.

This position plays a key role in the response and treatment of the sick and injured. The EMT Intermediate serves as an Advance level provider in the delivery of Pre-Hospital medical.

Job purpose

To provide advanced pre-hospital emergency care and transportation in accordance with the protocols, policies and procedures of the Cayman Islands EMS. In addition provide routine transport to and from Hospital facilities as and when required. Above all the post holder will act as a role model for EMS staff and ensure their daily activities reflect the mission, goals and objectives of Cayman Islands EMS.

Dimensions

- The EMT-Intermediate has clinical responsibility for his own actions and is expected to supervise and advise less experienced staff
- The EMT-Intermediate will assume clinical responsibility at the scene of an incident until relieved by a senior staff member
- The EMT-Intermediate has no budgetary responsibility
- All duties must be carried out in accordance with the Protocol, Policies and Procedures Manual of the Cayman Islands EMS.

- The EMT-Intermediate is responsible for the safe storage, use and disposal of all medications including controlled/dangerous drugs issued to him or in his care during his tour of duty.

Duties and responsibilities

Strategic Management

- A. To ensure his or her own safety and the safety of fellow workers.
- B. To drive the emergency vehicle to and from the scene in a safe, timely, and lawful manner while exercising due regard for others.
- C. To provide routine non-emergency transport.
- D. To use protective equipment in hazardous or dangerous situations including employing body substance isolation precautions
- E. To interact with first responders who are already on the scene providing care.
- F. To initially control the scene, ensuring safety, and regulating access to potentially harmful situations until the arrival of other emergency services or a Senior Ambulance Officer
- G. To determine the needs of those involved in the incident and communicate that information to 911, including requesting the response of and coordinating with supportive agencies as needed.
- H. To use basic tools and procedures to gain access to and extricate entrapped patients
- I. To establish rapport with patients, maintaining their confidentiality and shielding them from onlookers.
- J. To treat patients with appropriate dignity, compassion and respect.
- K. To rapidly assess and manage life-threatening illnesses and injuries
- L. To perform a thorough patient assessment, recognizing the nature and seriousness of illnesses or injuries, and determine the requirements for emergency medical care.
- M. Within the confines of given protocols provide prompt and efficient advanced life support for illnesses or injuries
- N. To assess the effects of treatment
- O. To establish communications with medical direction, including physician consultation, when needed.
- P. To recognize when the limits of field care have been reached and when prompt transportation to a medical facility is needed.

- Q. To lift, move, position, and handle patients in such a way as to minimize discomfort and further injury, including spinal immobilization, splinting, and proper lifting and handling techniques.
- R. To transfer care of patients to the emergency department staff in an orderly and efficient manner.
- S. To properly complete the Patient Treatment Form for all patients carried.
- T. To properly complete all paper work required by Ambulance Service Policies and Procedures.
- U. To clean and maintain all equipment in proper working order.
- V. To follow established protocols when patient transport is not warranted, or is refused.

Staff Management

- The EMT-Intermediate is expected to assist in the training and clinical supervision of junior members of staff.

Compliance monitoring and reporting

- The EMT Intermediate is responsible for the completion of all required documentation set forth by the EMS Department.
- The post holder is responsible for the reporting of all defective equipment in a timely manner utilizing the appropriate form.
- The post holder is responsible in responding to all calls for service in a timely manner
- The post holder is responsible in reporting any untoward activities, including victimization, work place bullying etc.
- The post holder when operating the Emergency vehicle shall comply with the Traffic Laws of the Cayman Islands

Communication

- Manage communication via Radio with 911 Communications and varying other emergency and NGO agencies.
- Communicate with patients, patient family member, and internal work groups on key matters;
- Work to develop and maintain effective working relationships with other emergency services, to improve the effectiveness of the service;
- Act as point of contact for external Mass Casualty Incidents and Disaster Management;
- Other duties as assigned.

Qualifications, Experience & Skills Requirement

Education and Experience Requirements:

- High School Graduate – passes in English, Maths and Science
- EMT-B Licensure prior to Advance Training (One year's training)
- EMT-Intermediate Registration with the Cayman Islands Health Practitioners Board

- EMT-B Licensure with the National Registry of EMT's, State Registry at EMT-P level or Registered with one of the seven Jurisdictions identified by the HPC.

Performance Requirements:

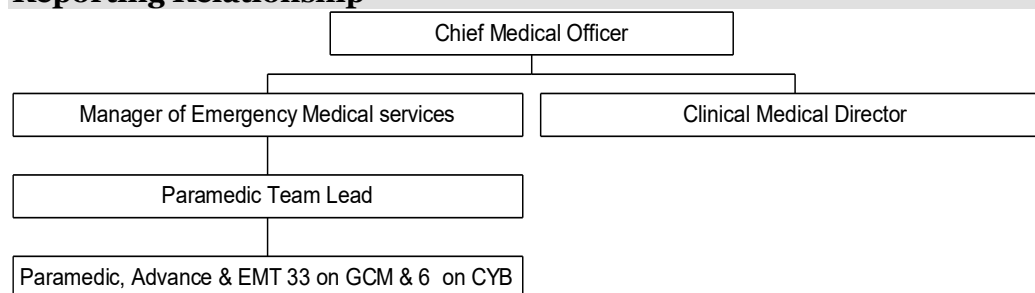
Knowledge:

- Working knowledge of the vehicle operations (Emergency Vehicle).
- Working knowledge of medical equipment on the ambulance.
- Working knowledge of Patient Care Policies and procedures as outlined by the Cayman Islands EMS.
- Working knowledge of patient registration, billing and documentation in Cerner.
- Preferably working knowledgeable of Cayman Islands Health care legislation.
- Familiarity with medical and pharmaceutical terminology and the willingness to learn.

Skills and abilities:

- Have a minimum of three years current EMS experience
- Have demonstrated ability to perform efficiently in high stress situations
- Be proficient in the use of all equipment utilized in EMS
- Be proficient in all areas relevant to EMS
- Excellent people skills and solid communication and presentation skills;
- Ability to effectively interact with patients, other professionals including physicians and clinical leadership.
- Leadership skills to motivate cross-departmental teams and achieve the desired performance;
- Ability to be a strong advocate on the HSA's behalf in the pursuit of goals and objectives;
- Adult and Pediatric Advanced Life Support training and certification
- Must be able to organise self and respond immediately to EMS calls
- Experience using a CERNER IT system or other hospital software would be an asset.

Reporting Relationship



Direct reports

The Intermediate level EMT reports directly to the Team Leader on duty. In the event the Team Lead is not available, the EMS Manager should be contacted.

Other Working Relationships

- All EMS Staff levels
- PARAMEDICS
- Physicians
- Other Emergency Services
- NGO's (Red Cross, ADRA etc)
- Nurses
- Other Clinical Staff
- 911 Communication

Decision Making Authority and Controls

Can initiate treatment of patients within the scope of their training and experience and within the protocols, policies and procedures of Cayman Islands EMS

Counselling and directing staff as necessary to maintain the standards laid down in the Protocols, Policies and Procedures of Cayman Islands EMS

Prepare clinical evaluations of co-workers as and when requested to by EMS Management.

Working conditions

This is a Pre-Hospital position on 12 hour rotating shift. High risk of exposure to communicable disease as the Intermediate EMT is required to deal regularly with blood and/ or other body fluids both in the field and the Emergency Room. High risk of back and shoulder injury from lifting and handling patients in confined spaces. Prehospital care is a highly stressful occupation which can lead to physical or psychological effects on the EMT-Intermediate. The EMT-Intermediate is required to perform his/her duties during adverse weather or other adverse environmental condition. The EMT-Intermediate is required to respond to scenes which may contain an element of actual or potential risk to their person.

Physical requirements

The position requires the incumbent to stand and/or walk for extended periods of time, do repetitive tasks with few breaks, and so forth. The EMT-Intermediate is also expected to be able to lift and move patients and equipment (heavy weights) and to work under stressful conditions. Deep cleaning of the ambulance and equipment is also required of the EMT-Intermediate.

Problem/Key Features

The position requires the post-holder to effectively manage stress in a high paced, periodically unstable and dangerous environment, and manage unstable scenes.

The position also requires work outside of normal business hours. The requirements of the position are time sensitive and requires excellent planning and time management skills.

Evaluation Metrics

- Attendance and submissions
- Clinical audits
- Documentation
- Completion of all patient care reports and billing

- Vehicle check sheets

I agree with the duties and responsibilities outlined in this job description:

Approved by:	<i>Dr. Delroy Jefferson Medical Director</i>
Date approved:	<i>30 November 2017</i>
Reviewed:	<i>10 February 2026</i>
Employee Sign/Date:	
Manager Sign/Date:	