



# Terrebonne Parish Consolidated Government

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## JOB DESCRIPTION

POSITION TITLE.....:	E.M.T
DEPARTMENT.....:	Medical
DIVISION.....:	Terrebonne Parish Criminal Justice Complex
CLASSIFICATION/GRADE.....:	E.M.T./107
REVISED.....:	07/2015
REPORTS TO.....:	Medical Coordinator
REVIEWED.....:	07/2015
WAGES.....:	Non-Exempt (Hourly)

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### **SUMMARY:**

Follow all medical guidelines as set forth by the Medical Director (Medical Authority). Maintain a clean, safe and sanitary workplace. Advise the Medical Director (Medical Authority), Medical Administrator or Medical Coordinator of any inmate that may need to be classified as a *medical risk*. Comply with Medical Department directives pertaining to BloodBorne/AirBorne Pathogens and disposal of contaminated materials and supplies. Practice proper Medical Records keeping.

### **BASIC FUNCTIONS:**

1. Assist in providing health care to inmates housed within the Terrebonne Parish Criminal Justice Complex and Juvenile Detention Center.
2. Assist the Medical Coordinator/Medical Administrator as directed.
3. Maintain a close working relationship with other employees and support facilities.
4. Assist in performing intake physical examinations to all newly incarcerated inmates.
5. Assist in the passing of medications to inmates.
6. Assist in responding to medical emergencies occurring.
7. Any and all others duties as directed by the Medical Director (Medical Authority) and Medical Coordinator.

### **OTHER REQUIREMENTS:**

1. Maintain total medical confidentiality.
2. Maintain licensing.

### **EDUCATION/EXPERIENCE:**

1. Must have a current and valid certification from an approved school showing completion of Basic E.M.T. criteria.
2. Must have current license within the State of Louisiana.
3. Must have some communication and computer skills.

**\*\*\*L.P.N.'s will be considered for this position and pay will based on education/experience\*\*\***