



## NOTICE OF EMPLOYMENT

**POSITION:** Full Time Medical Technician/Deputy

**DEPARTMENT:** CORRECTIONS

**POSITIONS OPEN:** 1

**OPEN DATE:** JANUARY 7, 2020

**CLOSE DATE:** OPEN UNTIL FILLED

**SALARY RANGE:** \$20.05/hour (minimum starting wage for those who are not POST certified/pay can be increased to \$21.05/hour after POST certification is complete)

**EMPLOYMENT STATUS:** FULL TIME, CAREER SERVICE, PUBLIC SAFETY POSITION

### JOB SUMMARY

Provide health care services to a large inmate population to include: passing medication, assisting physician, physician's assistant and LCSW, medical and mental health screening, emergency response and treatment, patient education, and laboratory testing. Provide basic life support, including patient assessment, airway management, use of automatic defibrillator and assist patients with medication. Provide pre-hospital emergency medical care of simple and multiple system trauma such as controlling hemorrhage, treatment of shock, bandaging wounds and immobilization of painful, swollen, deformed extremities.

Position will work under the direction of the Iron County Correctional Facility Lead Medical Technician. This position will require working shifts to include **day, night, holiday and occasional call in.**

### MINIMUM QUALIFICATIONS

High School Diploma or equivalent. Certified in the State of Utah as an Advanced Emergency Medical Technician and two (2) years of related work experience. Must be Utah POST certified as a Correctional Officer **or** be able to become certified as a Correctional Officer within the first year of employment. Preference will be given to applicants with work experience. **Must be 21 years of age or older to apply.**

### SPECIAL QUALIFICATIONS

Must have and maintain a valid Utah Advanced EMT Certification

Must have and maintain a valid Utah Drivers License

Must be or become POST certified as a Correctional Officer in the state of Utah and complete annual training to keep certification

**Knowledge of** medical procedures to collect and record samples/data for use in medical records and testing.

**Ability to** maintain communicate effectively in the English Language, both verbally and in writing; establish positive, professional relationships with the public, inmates, co-workers and other agencies; perform cardio-pulmonary resuscitation; maintain patient and medical confidentiality; maintain composure during stressful conditions.

*This description lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills. **Please see full job description for a more detailed list of duties.** Iron County is a drug-free workplace successful applicants for positions in the County must successfully pass a drug screen. Successful applicants for this position are required to pass a background screening.*

Prior to submitting an application please read the directions provided with the Application form found on Iron County's website. Applications must be received on or before the closing date by 5:00p.m. MST

**APPLICATION FORMS ARE AVAILABLE AT [www.ironcounty.net](http://www.ironcounty.net) and can be filled out and submitted electronically via the website or submitted to the Human Resource office:**

Iron County Human Resource Office  
82 North 100 East Suite 204  
Cedar City, UT 84720

Or by email to: [jobs@ironcounty.net](mailto:jobs@ironcounty.net)

IRON COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER



# ***IRON COUNTY***

<b>Title:</b>	Medical Technician Deputy	<b>Effective Date:</b>	01/12/2015
<b>Department:</b>	Sheriff / Corrections	<b>Last Revised:</b>	09/19/2019
<b>FLSA:</b>	Non-Exempt	<b>Pay Level:</b>	21.05

## **GENERAL PURPOSE**

Provides a variety of basic and advanced medical services within correctional facility (i.e. passing medication, assisting physician and physician's assistant, assisting psychologist and LCSW, assisting with medical and mental health screenings, performing emergency response and treatment, conducting patient education and laboratory testing) while also having the responsibility for jail security, safety, control, transportation, and documentation as assigned.

## **SUPERVISION RECEIVED**

Works under the direction of Corrections Lieutenant-Jail Commander and the direct supervision of the Corrections Lead Medical Technician and/or assigned Sergeant and Corporal.

## **SUPERVISION EXERCISED**

None.

## **ESSENTIAL FUNCTIONS**

- Maintain personal knowledge and skills in order to deliver optimum care as Advanced EMT (or equivalent).
- Observe conduct and behavior of inmates to prevent disturbances and escapes.
- Employ defensive tactics, weapons or other authorized use of force measures to maintain order, control and discipline.
- Stock and maintain medical equipment and supplies to ensure a state of readiness at all times.
- Respond to emergency situations and use physical restraints and approved techniques when necessary.
- Maintain compliance of hazardous environments to ensure safety and stabilization of patients.
- Assist contract pharmacist, contract physician, contract psychologist and other medical professionals to ensure a coordinated effort in care.
- Document all patient care, assessments and responses in a timely, legible and accurate manner.
- Comply with the ICCF Code of Conduct at all times.
- Physically search inmates and living areas for ICCF compliance.
- Enforce rules and regulations according to established policy.
- Instruct, correct and manage inmate behavior.
- Provide basic life support, including patient assessment, airway management, use of the automatic defibrillator and assist patients with medication.
- Be able to perform cardio-pulmonary resuscitation as needed.
- Provide pre-hospital emergency medical care of simple and multiple system trauma such as controlling hemorrhage, treatment of shock, bandaging wounds and immobilization of painful, swollen, deformed extremities.
- Respond to and address diabetic, allergic, behavioral, and environmental emergencies.
- Respond to all medical complaints and emergencies within the facility.
- Other duties as required and/or assigned.

## **SECONDARY FUNCTIONS**

- Provide close and direct observation for the welfare and compliance of inmates, including those placed on enhanced welfare monitoring.
- Conduct living area inspections for evidence of prohibited activities and to remove implements of suicide.
- Oversee inmates in transit between facilities, courts and other destinations.
- Conduct thorough searches of inmates before and after transportation outside of the facility.
- Responsibility for inmate movement through assigned areas.
- Restrain inmates using approved devices and equipment, ensuring restraints comply with medical and security needs.
- Maintain safety, security, control, discipline and order within area of assignment.
- Safely operate a motor vehicle to attend training and/or transport inmates.

## **EDUCATION AND EXPERIENCE**

A high school diploma or equivalent and be certified in the State of Utah as an Advanced Emergency Medical Technician or an equivalent combination of education and/or experience, along with graduation from Peace Officer Standards and Training (P.O.S.T.) Academy.

### **1. Knowledge, Skills and Abilities:**

- Knowledge of Federal, State and Local laws and regulations related to jails and prisoner rights.
- Knowledge of advanced first aid techniques and practices.
- Skilled in collecting and recording data and samples for use in medical records and testing.
- Skilled in interpersonal communication and public relations.
- Skilled in word processing, data entry, and report writing.
- Skilled in managing stress and meeting deadlines.
- Skilled in exercising initiative, independent judgment and resourcefulness in varying conditions.
- Ability to maintain inmate/patient and medical confidentiality.
- Ability to communicate effectively in the English language, both verbally and in writing.
- Ability to establish positive, professional relationships with the public, inmates, co-workers and other agencies.
- Ability to maintain composure during stressful conditions.
- Ability to perform under stress when confronted with exigent, emergent, critical and/or dangerous situations.
- Ability to follow both written and verbal instructions.
- Ability to handle multiple activities and responsibilities simultaneously.
- Ability to work shift rotation, as needed or required, including possible nights, days, mid-days, weekends, holidays, etc.
- Ability to work mandatory overtime - as needed and/or required.

### **2. Licensing, Certifications and Other Requirements:**

- Must be certified in the State of Utah as an Advanced Emergency Medical Technician (or equivalent).
- Must possess and maintain valid Utah Driver's License.
- Must maintain compliance of Iron County vehicle policy – including maintaining an acceptable driving record.
- Must be able to pass a pre-employment drug screen and maintain compliance of Iron County drug and alcohol policies and guidelines.
- Must be certified by the State of Utah as a Corrections Deputy.

- Must complete at least 40 hours of annual job related training.
- Must successfully pass a background investigation, which may include criminal history records, education verification, credit and financial information, employment history, and personal reference checks.

**3. Physical Demands:**

Regularly walk, stand, stoop, bend, reach and lift objects weighing up to 50 pounds; Occasionally lift, carry, push, pull or otherwise move objects weighing up to 100 pounds; Manage and handle inmates who sometimes will become physical and/or aggressive; Ascend and descend ladders, scaffolding, ramps and the like; Use tools or equipment requiring a high degree of dexterity; Walk, stand, crouch, or run (move quickly) on narrow slippery, or erratically moving surfaces, sometimes for extended periods of time; Must be able to effectively communicate by talking and hearing, including being able to communicate via radio and telephone; Must possess a sense of touch, finger dexterity, gripping with fingers and hands, and be able to hear voice conversations and various alarms and/or warnings; Must be able to use close vision, far vision, side vision, depth perception, night vision and distinguish between shades of color; Regularly drive a county vehicle during the course of work duties; Work for sustained periods of time maintaining concentrated attention to detail; Mental application utilizes memory for details, emotional stability and discriminating thinking.

Accommodation(s) may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

**4. Work Environment:**

Work will be performed in a correctional facility, often in high stress level areas or environments, sometimes in comfortable indoor office settings and occasionally in non-environmentally controlled outdoor environments where employee will be exposed to sustained periods in hot, cold or inclement weather; Work will regularly be performed in confined spaces for extended periods of time; Work occasionally performed around very noisy equipment; Work may expose employee to conditions such as fumes, noxious odors, dust, mists, gases, smoke and chemicals with possible poor ventilation; Work may expose employee to possible bodily injury from moving mechanical parts of equipment, tools or machinery, as well as unknown, dangerous and possibly life-threatening conditions; Work may expose employee to risk of injury, including assault from inmates and/or public; Work may require the occasional use of protective devices and equipment such as, but not limited to, wearing a respirator, masks, safety glasses, goggles, gloves, hearing protection, rubber boots, chemical resistant clothing, etc.

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**Disclaimer:** The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I \_\_\_\_\_ have reviewed the above job description.  
(Please Print Name)

\_\_\_\_\_  
(Employee Signature)

\_\_\_\_\_  
(Today's Date)