

## EMS COMMUNICATIONS CONSULTANT

This is technical work in providing assistance to local governments and other groups providing medical/technical services for establishing emergency medical communications systems. Employees in this class provide technical assistance through surveying existing equipment, recommending improvements or new systems, preparing systems specifications for the purchase of new equipment, evaluating bids, inspecting installation, and administering state funds allocated for the purchase and installation of emergency medical communications systems. Employees may assist in updating statewide EMS plans or in establishing program guidelines. Employees perform maintenance to state-operated repeater stations. Work is performed under the direction of the EMS Communications Director.

### I. DIFFICULTY OF WORK:

Variety and Scope - Work involves providing assistance in planning and implementing emergency medical communications systems. Each system must be planned to meet the requestor's needs and budgetary constraints. Maintenance of repeater stations requires knowledge of electronic troubleshooting techniques and repair procedures.

Intricacy - Majority of work involves planning EMS systems for a variety of governmental or medical services groups. Systems must be planned for a variety of situations from a small county with one or two hospitals to multi-county regions with many hospitals, rescue squads, and ambulance services.

Subject Matter Complexity - Employees must have extensive knowledge of the electronic radio systems and specialized equipment used in emergency medical services systems as well as contract administration procedures. A general knowledge of electronic troubleshooting methods and repair procedures is required.

Guidelines - Existing systems are generally used as guidelines in planning new EMS systems. Contract administration guidelines are specific.

### II. RESPONSIBILITY:

Nature of Instructions - Instructions are basically project assignments. Employees are free to plan individual projects.

Nature of Review - Projects are reviewed only for adherence to timetables; employees consult with supervisor or management on unusually complex or highly technical situations.

Scope of Decisions - Decisions directly affect hospitals, ambulance services and rescue squads in planning areas. Users of these services would be indirectly affected by service delays.

Consequence of Decisions - Decisions could result in delay of implementing EMS systems. Improperly functioning systems result in the work of medical service organizations being more difficult. Additionally, faulty systems could result in delays in the response time for EMS vehicles which endanger the lives of accident victims or the seriously ill.

III. INTERPERSONAL COMMUNICATIONS:

Scope of Contacts - Contacts are with hospital, ambulance services and rescue squad administrators, technical representatives from electronics firms, and governmental officials.

Nature and Purpose – The purpose of contact is to obtain information on existing communications and needs, to explain potential new systems or improvements, operating requirements and costs, to explain specifications to potential vendors, and/or to discuss installation problems with vendors in order to assure a quality system.

IV. OTHER WORK DEMANDS:

Work Conditions – Employees typically work in an office environment. They are periodically exposed to inclement weather when checking transmitters.

Hazards – They are periodically exposed to dangerous high-voltage when checking transmitters.

V. RECRUITMENT STANDARDS:

Knowledges, Skills, and Abilities - Considerable knowledge of electronic principles and practices. Working knowledge of the fundamentals of physics as applied to electronics. Considerable knowledge of mathematical principles as applied to electronic circuit analysis. Ability to perform maintenance on radio communications equipment. Ability to prepare system specifications for radio communications systems. Ability to determine communication needs and to specify equipment to meet those needs. Ability to maintain accurate records. Ability to communicate effectively with technical and non-technical personnel in negotiative situations.

Minimum Training and Experience - Graduation from a four-year college or university with course work in electronics and two years of experience in electronics communications; or graduation from a technical college with a two-year degree in electronics and four years of experience in electronics communications; or an equivalent combination of training and experience.

Special Note - This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA. Examples of work are primarily essential functions of the majority of positions in this class, but may not be applicable to all positions.