

SOUTH CENTRAL AMBULANCE SERVICE NHS FOUNDATION TRUST

JOB DESCRIPTION

JOB TITLE: **HART PARAMEDIC**

DEPARTMENT: Resilience & Specialist Operations Department

REPORTING TO: HART Team Leader & HART Team Educator

AFC PAY BAND & ENHANCEMENTS: Band 6 + Unsocial Hours (USH) in line with Section 2 of Agenda for Change

LINE MANAGER TO: None

DISCLOSURE & BARRING SERVICE LEVEL: Enhanced

WORK PATTERN: Full time 37.5 hours permanent shift work.

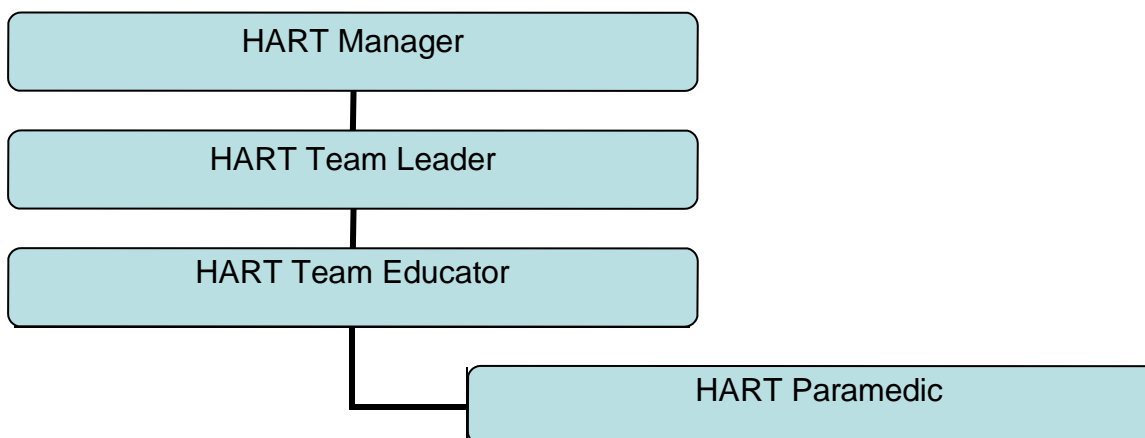
AGE RELATED DRIVING RESTRICTION: Full UK driving licence with C1 and no more than 3 penalty points.

KEY WORKING RELATIONSHIPS (INTERNAL/EXTERNAL):

- ✓ HART operatives will develop and maintain good working relationships with other emergency services, NHS Trusts and public sector agencies including the HART Team, HART Manager, Resilience & Specialist Operations Managers, Operational Trust staff, Air Ambulance Services, Fire and Rescue Service, Fire Service Specialist Teams (USAR, Technical Rescue, Water Rescue), Police, British Transport Police, Local hospitals, Maritime & Coastguard Agency, Maritime Rescue Organisations and Mountain/Cave Rescue.
- ✓ HART operatives will promote HART awareness to other Ambulance Staff and if required represent the Trust and emergency services in the public arena and promote its image as a professional and competent service. Also actively support and promote the aims and objectives of the Trust's HART capability and be responsible for the personal contribution to the development of the HART team and where necessary, the testing of new initiatives.
- ✓ Maintain confidentiality in relation to personal information held for patients and colleagues using a non-identifiable alternative, where practicable. Ensure that access to any personal information is processed on a strictly need to know basis in accordance with the Data Protection Act 1998 and records management guidance

- ✓ Communicate with a range SCAS trust members such as managers and others as required on subjects such as risk, policy, clinical governance, as well as clinical matters.
- ✓ Communicate to relevant health professionals effectively over clinical issues including patient information.
- ✓ Provide guidance and advice to patients and other members of the public appropriate to training received, using a range of interpersonal skills according to individual needs.
- ✓ Communicate with tact, empathy and understanding to individuals and groups on a range of complex, potentially stressful and sensitive subjects, often whilst overcoming various barriers to communication.
- ✓ Communicate effectively with a wide range of other healthcare professionals, individuals and agencies.
- ✓ Support Trust policy on equality, diversity and the rights of all individuals.

ORGANISATIONAL CHART:



OVERALL PURPOSE/ROLE SUMMARY:

HART staff work within hazardous areas, to deliver the highest standards of pre-hospital specialist clinical care to all patients actually or potentially affected by any major civil emergency or an accidental or deliberate release of hazardous materials or a chemical, biological, radiological or nuclear agent, whilst using specialist personal protective (PPE) within the inner cordon or ‘Hot Zone’.

“The Hot Zone is an area within the Inner Cordon where high concentrations of a potentially hazardous substance are present and specific procedures and protocols, including Dynamic Risk Assessments, controlled access and egress and the wearing of appropriate levels of Personal Protective Equipment (PPE) are required. Depending on the type and nature of the hazard this area may contain live casualties who will need to be treated and prioritised for decontamination and evacuation” (*National HART Work Standard Operating Procedures v 7.0*)

HART staff will work closely with other emergency service teams at a range of operational incidents including: Major Incidents, incidents of a CBRN nature, USAR (Urban Search and Rescue) incidents, incidents involving hazardous materials, structural collapse, confined space rescue, major transportation incidents, incidents requiring working at height, trench collapse and rescue, incidents involving complex entrapment – as defined and in accordance with HART IRU and USAR Standard Operating Procedures, depending upon the qualification and training of the operatives.

The post-holder will ensure that the highest level of patient care is delivered in accordance with the procedures issued by the Trust in order to maintain personal safety and that of colleagues and casualties.

MAIN DUTIES AND RESPONSIBILITIES:

Clinical

- ✓ Assess patients and apply emergency care as per service protocols and in accordance with:
 - ✓ Edexcel (IHCD) Ambulance Service Basic Training Manual
 - ✓ Edexcel (IHCD) Paramedic Training Manual including H&I modules
 - ✓ Health and Care Professions Council (HCPC) standards of competency and conduct
- ✓ Apply practical understanding of emergency medical and surgical procedures outlined in the above standards and of the out of hospital care guidelines as published by the Joint Royal Colleges Ambulance Liaison committee (JRCALC) adopted by South Central Ambulance Service. These include:
 - ✓ Advanced life support (Adult and paediatric)
 - ✓ Defibrillation
 - ✓ 12 Lead ECG interpretation
 - ✓ Various drug therapies as per Trust protocols,
 - ✓ Intravenous cannulation and infusion
 - ✓ Needle Cricothyroidotomy
 - ✓ Intubation
 - ✓ Intraosseous infusion
 - ✓ Chest decompression
 - ✓ Emergency obstetrics and gynaecology
- ✓ Drive all relevant vehicle types in accordance with Edexcel (IHCD) training and current road traffic legislation.
- ✓ Maintain regular communication with the EOC.
- ✓ Maintain professional registration as a Paramedic through the Health and Care Professions Council (HCPC).

- Maintain accurate and systematic documentation of patient interactions and the clinical care provided, including any adverse events, child protection issues or other notifiable matters.
- Exhibit standards of personal and professional conduct and performance as required by the HCPC.
- Comply with Trust reporting procedures on necessary issues such as clinical issues, risk and health and safety as per policies.
- Where appropriate take responsibility for the clinical and operational effectiveness of crews when acting as senior member at scene and working with colleagues who are less qualified.

In accordance with laid down policies, Standard Operating Procedures and Concepts of Operations:

- Provide immediate health input to the initial assessment of the scene to meet the needs of Ambulance and Health Services, including casualty confirmation and management
- Receive incident briefings from the HART Team Leader/Manager/Incident Commander on assigned roles and instructions for managing the incident, following the deployment plan where appropriate.
- To provide clinical support and knowledge within HAZMAT/CBRN and USAR situations
- Direct, coordinate and deliver life saving clinical care for patients within the inner cordon including triage (where appropriate, toxic triage), diagnosis, appropriate treatment, prior to, and during, decontamination (if contamination present) and in situations of difficult access in USAR incidents, at times being the only clinician in situ and deliver casualties into mainstream healthcare
- Operate specialist equipment e.g. mass oxygen delivery system, DIM equipment, Safe Working at Height equipment and make appropriate use, based on dynamic risk assessment, of levels of PPE provided
- Collaborate with partners operating alongside HART and liaise with specialist agencies e.g. PHE, CRCE and Fire Service USAR to gather relevant information on scene.
- Estimate resources required and deliver Situation Reports when required.
- Access relevant databases (e.g. TOXBASE, CHEMNET, CRCR (PHE) etc.) to research and communicate to others regarding the symptoms, treatment, and decontamination procedures for an incident.
- Provide clinical support and backup to multi-agency service personnel working in the inner cordon
- Undertake Hazard Identification monitor local environment safety e.g. weather & climate conditions, gas levels and wind direction, liaising with other available expertise to consolidate decision making
- Comply with Command & Control in the inner cordon / Hot/Warm Zones contributing to the deployment of resources, casualty management and evacuation

- Actively support and work with other members of the Team undertaking those tasks allocated by the HART Team Leader, Tactical Advisor or other person designated to manage a CBRN or HART incident.
- Working within the Team, maintain the readiness of PPE, clinical and operational equipment and vehicles, and carry out routine care and maintenance to ensure a high state of preparedness.
- Be prepared to respond to national incidents, with the possibility of being away for unknown periods of time.

Governance and Quality

- Work within the policies and procedures of the Trust and HART Unit to ensure that:
 - patient confidentiality is maintained at all times
 - that any confidential/classified information which comes in to your possession or knowledge is managed in such a manner as not to compromise an operation or the safety of staff involved in the delivery of any such operation
 - be aware that the immediate working environment may be designated a 'scene of crime' and as far as possible endeavour to preserve and/or leave undisturbed any potential evidence, without compromising ability to perform the clinical role
- Maintain required personal standards of service delivery and core HART skills and attend training events as required to deliver the expected level of service.
- Actively support and work with other members of the team undertaking tasks allocated by persons designated to manage the incident.
- Assist in the ongoing evaluation of HART capabilities and effectiveness
- Assist in the research and development of new equipment.
- Analyse information from multiple sources to better understand the nature of an incident and plan scene management activities.
- Ensure the accurate recording of information, including patient records and decision logs, relating to HART operations, in accordance with established procedures and share with Team Leaders and other authorised staff as appropriate.

Education and Research

- Participate in supervision and appraisal meetings and in the identification of personal development needs in accordance with the Knowledge and Skills Framework (Agenda for Change)
- Take responsibility for own Personal Development Review in accordance with the Trust's arrangements and, in agreement with Team Leader plan and engage in formal and informal learning events that underpin the demands of the role.
- Maintain up to date clinical skills as outlined by HCPC, Edexcel (IHCD) procedures & JRCALC. HART operatives will be required to maintain competencies through continuation training, both practical and theoretical.
- Attend training courses, conferences, workshops etc which the Trust deems necessary for individual and / or organisational development. HART operatives

will attend and successfully complete nationally agreed training programmes when required.

- ✓ Contribute to audit and evaluation on an occasional basis.
- ✓ Possess or commit to working to obtain a Mentoring/ facilitating workplace learning qualification

Health and Safety

- ✓ Frequent exposure to difficult manual handling tasks that require personal risk assessments, the application of health and safety legislation and safety policies and procedures relating to safe moving and handling
- ✓ Frequent work in environments uncontrolled directly by the Trust and which can sometimes involve exposure to various hazardous substances and situations requiring personal risk assessment and judgement.
- ✓ Commonly exposed to situations involving verbal or physical aggression which require advanced interpersonal skills and assessment of risk to self and others.
- ✓ Clinical and scene risk assessments and incident management, sometimes involving multiple casualties.
- ✓ The Paramedic should, as far as is reasonably practicable, attempt to prevent other people from undertaking any task or actions that would knowingly cause risk to themselves, others or to the Trust.
- ✓ The Paramedic should also be personally responsible for **not** undertaking any task or action which would knowingly cause risk to themselves, others, or to the Trust.
- ✓ Responsible for reporting risks encountered and taking action to minimise their effects.
- ✓ Maintain personally issued PPE to required standards.
- ✓ Ensure that the safest working practices are followed at all times and ensure personal safety and that of colleagues by complying with any instructions or procedures as laid down in the HART Standard Operating Procedures and other related documentation.
- ✓ Maintain a good level of physical fitness and undergo and pass physical competence assessments when required.

Effort and Environment

- ✓ Frequent exposure to incidents that involve physical and emotional trauma to others and that require tact, sensitivity, diplomacy and supportive skills
- ✓ Working hours that include a variety of shift and work patterns.

- Work in a range of physical environments both inside and outside and in all weathers.
- Responsibility to maintain appropriate standards of cleanliness of vehicles and equipment and those parts of the ambulance station as specified by line managers.

GENERAL INFORMATION:

Changes to this job description:

This is an outline of the job description and may be subject to change according to service needs and developments, which will take place in consultation with the post holder as appropriate.

SCAS Core Values: Teamwork, Innovation, Professionalism, Caring.

Smoking:

South Central Ambulance Service operates a 'No Smoking' policy.

Equality and Diversity:

South Central Ambulance Service is committed to the fair treatment of all people, regardless of their gender, race, colour, ethnicity, ethnic or national origin, citizenship, religion, disability, mental health needs, age, domestic circumstances, social class, sexuality, beliefs, political allegiance or trades union membership.

Health and Safety:

It is the general duty of every employee to take reasonable care for the Health and Safety of themselves and others including the use of necessary safety devices and protective clothing and co-operation with the Trust in meeting its responsibilities under the Health and Safety at Work legislation. The post holder must be aware of individual responsibilities under the Health and Safety at Work Act and identify and report, as necessary, any untoward accident, incident or potentially hazardous environment.

It is the Trust's responsibility to ensure that staff are able to work in a safe and conducive working environment and that responsibilities regarding Health and Safety and staff welfare legislation and best practice are fulfilled throughout their area of responsibility, this will also include undertaking Risk Assessments as and when required.

Infection Control

Infection Prevention and Control: South Central Ambulance Service is committed to reducing the risk of healthcare associated infections. All employees involved directly or indirectly in the provision of healthcare have a duty to cooperate with the Trust's Infection Prevention and Control associated Policies and Procedures to reduce the risk of healthcare associated infections for patient's staff and the public. You will be expected to cooperate with colleagues, contractors and other healthcare providers also involved in patient care directly or indirectly so far as is necessary to enable the Trust to meet its obligations under the Health and Social Care Act 2008.

Safeguarding Children and Vulnerable Adults

SCAS has a statutory duty to safeguard and promote the welfare of children and young

people (Children Act 2004), to protect adults at risk of abuse (Care Act 2014, Mental Capacity Act 2005 et al), and to support the Home Office Counter Terrorism strategy CONTEST, which includes a specific focus on PREVENT.

Safeguarding is everybody’s business and any concern should be promptly reported in accordance with South Central Ambulance Service’s safeguarding policy and associated guidance found within South Central Ambulance Service allegations and other associated policies. Support, advice and guidance may be sought from the safeguarding team however this should not be in place of a referral ensuring the principle of “No delay.”

Confidentiality:

The post holder must ensure that personal information for patients, members of staff and all other individuals is kept secure and confidential at all times in compliance with the Data Protection Legislation.

Development:

The post holder will be required to participate in relevant development activities and development reviews.

Freedom to Speak up (FTSU):

All staff have a responsibility for creating a safe culture and an environment in which we are all able to highlight when things go wrong, might go wrong, or when things are good, but could be even better.

FTSU is a fundamental part of this and is a core element of the Trust’s values and behaviours, we need to be mindful how our behaviour may inhibit or encourage someone speaking, listening or following up. Further eLearning is available on ESR.

The job description is not exhaustive and is subject to review in the light of the changing needs of the organisation. Any review of this job description will be undertaken in consultation with the post holder

Name of post holder (please use capitals)

Signature of post holder Date