

ESCAMBIA COUNTY FIRE-RESCUE*Rules, Policies, and Guidelines***5100.005****EMT & Paramedic Orientation**

Implemented: 1/5/10

Revised: 1/25/11

*Paul Williams*, *Fire Chief*

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PURPOSE:

To establish a consistent policy for orientation of new personnel to Escambia County Fire Rescue. All paramedic and EMT employees of Public Safety perform essentially the same job regardless of the vehicle that they operate from.

OBJECTIVE:

To establish a consistent platform for which all employees of Escambia County Fire Rescue are to be evaluated for the ability to perform their assigned job functions.

SCOPE:

All new paramedic and EMT employees of ECFR.

ORIENTATION

All new paramedics are to complete paramedic orientation at ECEMS consisting of 7 rides each with two different Field Training Officers (FTO's). They must be cleared by the first FTO before they are allowed to progress to the second FTO. Paramedics with more than four (4) years of experience will be required to complete at least six (6) rides, three (3) with each FTO. At the end of the ECEMS orientation each paramedic will be required to complete ECFR paramedic orientation which consists of two (2) 24 hour watches with the designated ECFR paramedic FTO. Assignment to an ALS company with another fire medic for a period of 45 calendar days is preferred, but will be determined by the designated ECFR paramedic FTO, based on performance and the needs determined by the department. If both ECEMS FTO's do not pass the paramedic orienting, a third series of rides can be authorized for three (3) 12 hour shifts with a third FTO. At the end of this third series the medical director and the fire chief will review each case individually. The employee is responsible for the entire orientation process. All ECFR paramedics must clear both the ECEMS and ECFR orientation process before they are allowed to function as paramedics within ECFR and receive compensation.

All new EMTs are to complete two (2) 12 hours EMT orientation rides at ECEMS with ECEMS FTO personnel. They are to be responsible for all aspects of EMT orientation except for driving of the ambulance and radio traffic.

Personnel attending orientation may schedule their ride time during a normal watch manpower permitting. These rides will be coordinated and scheduled in cooperation with their respective battalion chief.

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**DOCUMENTATION**

Proper forms documenting completion are to be filled out by ECEMS FTO's and forwarded to ECFR ALS Coordinator for verification. Once verification is obtained the proper paperwork is to be forwarded to Escambia County Human Resources for compensation. If any ECFR employee is unable to complete the orientation process they are not permitted to work as paramedics/EMTs for ECFR per the Medical Director. Each instance requiring remedial training will be handled on an individual basis.