

John Doe

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Summary

Nationally registered and state certified paramedic with roughly 3 years of healthcare experience shared between both hospital-based and pre-hospital emergency medicine, as well as a year of experience in mental health as a crisis counselor. Current primary job working in management/administrative positions at Generic Name Ambulance Service as the Field Training Officer and Primary Designated Infection Control Officer, overseeing the training of all newly hired EMT's and Paramedics at the main station, performing select supervisory duties under guidance from the supervisor and administrator, and creating and implementing infection control/exposure management policies for all company stations across 3 cities.

Education:

2014 - Graduate of Name EMS training academy- EMT program

2016 – Graduate of Univeristy Name's Paramedic Program

Certifications:

CPR | ACLS | PALS | PHTLS | ICS-100 and 700

National and Texas State Certified Paramedic

Certified Crisis Counselor

Professional Association Memberships Held:

NREMT – Current Member
ATEMSP – Previous Member
NAEMT – Previous Member

Skills:

Management/Leadership | Legal Compliance | Policy writing | Direct Patient Care | Education of Employees

Accomplishments at Primary Current Position:

- Created and implemented the current standing infection control and communicable disease exposure policies, designed to comply with state and federal laws/regulations as well as current best practices in healthcare for entire company
- Trained over a dozen new employees over the past 6 months resulting in consistently high performance from those trained under myself after training ended.
- Worked alongside administration to assure company and personnel compliance with state laws following Texas DSHS inspections; worked alongside supervisor and administrator to write plan of correction and aided in implementing all proposed corrections thereafter

Work and Volunteer Experience:

Current Primary Job: Paramedic/FTO/DICO – Generic Name Ambulance
Current

Nov 2016 –

Previously worked at the EMT level until March, currently now working in the capacity of a Paramedic providing direct patient care and carry the following administrative/management responsibilities as well:

Responsibilities, Roles, and Accomplishments:

- Train and evaluate newly hired employees to perform essential job functions in accordance with company policies/procedures and solidify concepts from EMT school for newly hired medics as they are implemented in real calls; providing guidance, correction and, when needed, administrative disciplinary actions to both newly hired and current trained employees; Educate and certify newly hired EMT-B level employees in advanced skills as requested and approved by the Medical Director
- Investigate, manage, and assure follow up on any communicable disease exposures when notified of a potential exposure; assure timely testing, treatment, and follow up care/counseling is provided as needed to exposed employee while serving as an advocate to both the exposed employee and the company while ensuring confidentiality and proper documentation.
- Leads company in pursuing continuous quality maintenance and improvement to maintain best practices in infection control using methods such as company-wide employee education, policy creation/implementation, and deciding on beneficial changes in equipment to enhance job safety.

**City Name Fire Department – Paramedic
Current**

Apr 2017-

- Work in the full capacity of a paramedic while on the department's EMS unit responding to 911 calls within city limits; provide care to patients at both the basic and advanced life support level as needed and transport to most appropriate facility if applicable for a higher level of care

**Crisis Counselor at Hotline Name (Volunteer)
Current**

Aug 2016 –

- After training and becoming certified as a crisis counselor, a crisis counselor at Hotline Name receives texters through an online application who are undergoing a mental or emotional crisis and aids them in de-escalating, refers them to pertinent resources that will benefit them as applicable, and if assessed as needed with suicidal texter, maintains the conversation while alerting the on duty supervisor that law enforcement is needed for imminent risk and awaits further instruction

Generic Name Hospital - Emergency Center Technician

Aug 2016- Nov 2016

- Provided emergency medical support to the physicians, staff and patients including performing EKG's, phlebotomy, psychiatric patient restraint, patient transport between rooms and departments, taking radio report from incoming ground and flight EMS personnel followed by relaying information to all necessary personnel and alerting specialized teams based on assessment of needs of incoming patient (e.g. stroke alert team, heart alert team, trauma alert team) , and cleaning rooms, beds, and hospital equipment in accordance with hospital infection control standards

**Different Generic Hospital Name - Volunteer for OR and ER
2015 -Aug 2016**

Feb

- Provided ancillary support as needed to the staff including cleaning rooms and beds, sorting and organizing hospital equipment, stocking supply rooms, and various tasks assigned to me by the medical staff.

Theme Park Name - EMT

Feb 2015 – June 2016

- Carried out the duties of an EMT for both workers and customers in need of medical assistance on company grounds including assessments and treatments for patients at the BLS level in accordance with standing medical orders.
- Mentored and trained newly hired EMT's to perform job duties in accordance with company standards and policies