



## Standard Guide for Training the Emergency Medical Technician (Basic) in Roles and Responsibilities<sup>1</sup>

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### 1. Scope

1.1 This guide establishes the minimum training standard for emergency medical technicians (basic) as it relates to their roles and responsibilities.

1.2 This guide is one of a series which together describe the minimum training standard for the emergency medical technician (basic).

1.3 *This standard does not purport to address all of the safety problems, if any, associated with its use. It is the responsibility of the user of this standard to establish appropriate safety and health practices and determine the applicability of regulatory limitations prior to use.*

### 2. Referenced Documents

#### 2.1 ASTM Standards:

F 1031 Practice for Training the Emergency Medical Technician (Basic)<sup>2</sup>

F 1219 Guide for Training the Emergency Medical Technician (Basic) to Perform Patient Primary Assessment<sup>2</sup>

F 1220 Guide for Emergency Medical Services Systems (EMSS) Telecommunications<sup>2</sup>

F 1253 Guide for Training the Emergency Medical Technician (Basic) to Perform Patient Secondary Assessment<sup>2</sup>

F 1285 Guide for Training the Emergency Medical Technician (Basic) to Perform Examination Techniques<sup>2</sup>

F 1288 Guide for Planning for and Response to a Multiple Casualty Incident<sup>2</sup>

F 1328 Guide for Training the Emergency Medical Technician (Basic) to Prepare Patients for Medical Transportation<sup>2</sup>

F 1329 Guide for Training the Emergency Medical Technician (Basic) in Basic Anatomy and Physiology<sup>2</sup>

F 1419 Guide for Training the Emergency Medical Technician (Basic) to Manage Shock<sup>2</sup>

F 1420 Guide for Training the Emergency Medical Technician (Basic) to Perform Patient Management Techniques<sup>2</sup>

F 1421 Guide for Training the Emergency Medical Technician (Basic) to Manage Obstetrical Emergencies<sup>2</sup>

#### 2.2 Other Documents:

<sup>1</sup> This guide is under the jurisdiction of ASTM Committee F-30 on Emergency Medical Services and is the direct responsibility of Subcommittee F30.02 on Personnel, Training and Education.

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<sup>2</sup> *Annual Book of ASTM Standards*, Vol 13.01.

Centers for Disease Control: Recommendations for Prevention of HIV Transmission in Health-Care Settings<sup>3</sup> MMWR 1987;36 (Suppl No. 2S):3S–18S.

Centers for Disease Control: Update: Universal Precautions for Prevention of Transmission of Human Immunodeficiency Virus, Hepatitis B Virus, and Other Bloodborne Pathogens in Health-Care Settings<sup>3</sup> MMWR 1988;37 No. 24:377–382.

### 3. Terminology

#### 3.1 Definitions of Terms Specific to This Standard:

3.1.1 *EMSS communications subsystem*—comprises those resources and arrangements for notifying the EMS system of an emergency, for mobilizing and dispatching resources, for exchanging information, for remote monitoring of vital indicators, and for transmission of treatment procedures and directions (from F 1220).

3.1.2 *management*—refers to the step(s) that constitute action taken by the emergency medical technician (basic) for a patient in need of assistance due to a real or perceived traumatic or medical condition.

3.1.3 *stress*—non-specific response of the body to any demand made upon it.

3.1.4 *triage*—the process of sorting and making priorities for emergency medical care of the sick and injured on the basis of urgency and type of condition present, number of patients and resources available in order to properly route them to medical facilities appropriately situated and equipped for their care.

### 4. Significance and Use

4.1 This guide establishes the minimum national standard for training the emergency medical technician (basic) as it relates to his/her roles and responsibilities.

4.2 This guide shall be used by those who wish to identify the minimum training standard for the emergency medical technician (basic) as it relates to his/her roles and responsibilities.

4.3 This guide shall be used as the basis to revise Practice F 1031.

<sup>3</sup> Available from Epidemiology Program Office, Centers for Disease Control, Public Health Service, U.S. Dept of Health and Human Services, Atlanta, GA 30333.

4.4 Every person who is identified as an emergency medical technician (basic) shall have been trained to this standard.

4.5 This guide does not stand alone and must be used in conjunction with all referenced documents cited in Section 2.

## 5. Roles and Responsibilities

5.1 The role and responsibilities of the emergency medical technician (basic) shall be patient care which includes:

5.1.1 Providing scene evaluation and control,

5.1.2 Carefully examining the patient for signs and symptoms of illness or injuries,

5.1.3 Communicating with and providing emergency management for victims of sudden illnesses or injuries,

5.1.4 Assuring that the patient receives the available resources appropriate to his condition, for example, advanced life support, heavy rescue, specialized rescue situations, etc, in accordance with local protocol,

5.1.5 Careful handling of the patient in moving to transport vehicle,

5.1.6 Safe and efficient transport of the patient while continuously reassessing the patient and providing any appropriate continuing care,

5.1.7 Orderly and expeditious transfer of the patient to the medical facility,

5.1.8 Communication with medical facility for medical direction or to notify of patient's condition, or both.

5.1.9 Documenting the care provided and maintaining accurate records,

5.1.10 Operating and maintaining the emergency vehicle and its equipment and supplies, and

5.1.11 Observing all safety precautions to protect self, patient, and others in all hazardous situations.

5.2 The emergency medical technician (basic) shall be trained to perform the following functions in the event other emergency services are not available at the accident scene:

5.2.1 Use of basic tools and procedures to gain access to and disentangle the patient, and

5.2.2 Control of the accident scene.

5.3 Special responsibilities shall be a component of minimum training standards for the emergency medical technician (basic), such as the following:

5.3.1 Professional manner,

5.3.2 Appearance, and

5.3.3 General conduct.

5.4 The emergency medical technician (basic) shall receive instruction in the organization of the emergency medical services system and the role of the emergency medical technician (basic) within the emergency medical services system.

5.4.1 The emergency medical technician (basic) shall be familiar with state and local EMS laws, codes, regulations and policies.

5.4.2 The emergency medical technician (basic) shall be familiar with the role of medical direction in the delivery of pre-hospital emergency medical care.

## 6. Legal Issues

6.1 The emergency medical technician (basic) shall receive instruction in the following legal issues.

6.1.1 *Standard of Care*—Shall include the review of rel-

evant federal, state, regional, and local customs, statutes, ordinances, case law, or administrative orders.

6.1.2 *Duty to Act*—Shall be reviewed in regard to the responsibilities relative to responding to the need for patient care according to the federal, state, regional, and local regulations, laws, or administrative orders.

6.1.3 The emergency medical technician (basic) shall have the responsibility to handle and report special situations according to the state, regional, or local laws or ordinances, as follows:

6.1.3.1 Child, adult, or elder abuse,

6.1.3.2 Injury due to criminal act,

6.1.3.3 Drug-related injuries,

6.1.3.4 Childbirth,

6.1.3.5 Animal bites,

6.1.3.6 Attempted suicides,

6.1.3.7 Assaults and rape,

6.1.3.8 Scene of a crime,

6.1.3.9 The deceased, and

6.1.3.10 Communicable disease.

6.1.4 *Patient Consent*—Shall be taught according to federal, state, regional, and local regulations, laws or ordinances and shall include the following concepts:

6.1.4.1 Implied consent,

6.1.4.2 Informed consent,

6.1.4.3 Actual/express consent,

6.1.4.4 Minor's consent,

6.1.4.5 Consent of the mentally ill/diminished mental capacity,

6.1.4.6 Patient's right to refuse treatment,

6.1.4.7 Use of restraint,

6.1.4.8 Do not resuscitate orders and living wills, and

6.1.4.9 Voluntary/involuntary commitment.

6.1.5 Legal liability for the emergency medical technician (basic) shall be taught according to federal, state, regional, and local statutes, laws, and ordinances and shall include the following:

6.1.5.1 Malpractice insurance,

6.1.5.2 Torts,

6.1.5.3 Abandonment,

6.1.5.4 Negligence,

6.1.5.5 Good samaritan laws, and

6.1.6 Patient confidentiality.

## 7. Certification and Licensure

7.1 Licensure, certification and recertification shall be reviewed according to national, state, regional, and/or local requirements and shall include the following:

7.1.1 EMT Statutes, and

7.1.2 Exemption from Medical Practices Act.

## 8. Stress Management/Critical Incident Stress

8.1 The occupation of an emergency medical technician (basic) is highly stressful and the minimum training shall include the identification and management of stress.

8.2 The emergency medical technician (basic) shall be taught the concept of critical incident stress, its long term consequences and how critical incident stress debriefing is used to mitigate its effects.

## **9. Patient Communication Problems**

9.1 The emergency medical technician (basic) shall be trained in the principles of effective communication techniques and be aware of the following types of patients/situations that may have specific communication needs.

- 9.1.1 Geriatric,
- 9.1.2 Speech/hearing-impaired,
- 9.1.3 Blind,
- 9.1.4 Non-english speaking,
- 9.1.5 Confused,
- 9.1.6 Mentally handicapped,
- 9.1.7 Sudden death crisis,
- 9.1.8 Terminal disease,
- 9.1.9 Abuse/assault,
- 9.1.10 Suicide, and
- 9.1.11 Pediatric patients.

## **10. Hazardous Materials**

10.1 The emergency medical technician (basic) shall be aware of national, state and local standards or regulations regarding hazardous materials incidents.

10.2 The emergency medical technician (basic) shall be trained to provide emergency care to patients exposed to hazardous materials including radiation.

## **11. Universal Blood and Body Fluid Precautions**

11.1 The emergency medical technician (basic) shall be trained to implement current Center for Disease Control (CDC) recommendations when caring for all patients and when cleaning all equipment and supplies (see MMWR 1987; 36 and MMWR 1988; 37).

## **12. Records and Reports**

12.1 The emergency medical technician (basic) shall be trained to make and maintain run reports and records on each patient according to state, regional, or local protocol. The training shall include the use of reports for the following:

- 12.1.1 Providing for continuity of care,
  - 12.1.2 Inclusion in the patient's permanent medical record,
  - 12.1.3 Furnishing source of information for evaluating the quality of care,
  - 12.1.4 Furnishing legal evidence,
  - 12.1.5 Providing administrative information, and
  - 12.1.6 Research purposes.
- 12.2 The emergency medical technician (basic) should assure that the following information is recorded:
- 12.2.1 Patient's name, sex, date of birth and address,
  - 12.2.2 Nature of illness or type and mechanism of injury,
  - 12.2.3 Location of patient upon arrival to the scene,
  - 12.2.4 Rescue and treatment measures provided by bystanders and first responders prior to the EMT's arrival,
  - 12.2.5 Findings of primary and secondary survey,
  - 12.2.6 Care given at the site, and during transport,
  - 12.2.7 Vital signs, patient condition and any changes of either during transport,
  - 12.2.8 Source of on-line medical direction and the receiving hospital,
  - 12.2.9 Disposition of patient's valuables,
  - 12.2.10 Signature of patient or legal guardian if patient care

is refused, or notation and witnessed if patient refused to sign,

12.2.11 Circumstances involved in special situations identified in 6.1.3, and

12.2.12 Unusual circumstances which affected patient care.

12.3 The emergency medical technician (basic) shall consider all patient information confidential and shall release it only to the proper authorities as defined by state or local laws, regulations or protocols.

## **13. Multiple Casualty Incidents**

13.1 The emergency medical technician (basic) shall be able to perform triage in a multiple casualty incident in accordance with Section 9.3 of Guide F 1288.

13.2 The emergency medical technician (basic) shall be trained in the concept and application of the incident command system.

## **14. Quality Assurance**

14.1 The emergency medical technician (basic) shall receive instruction in the purpose and importance of quality assurance programs.

14.2 The emergency medical technician (basic) shall receive instruction in how to participate in quality assurance activities.

## **15. Vehicle and Equipment Maintenance**

15.1 The emergency medical technician (basic) will assure routine vehicle and equipment preventive maintenance, regular inspections, and inspections after each run.

## **16. Ground Emergency Vehicle Driving**

16.1 The emergency medical technician (basic) shall be trained to identify the risks associated with ground emergency vehicle operations.

16.2 The minimum training standard for ground emergency vehicle driving shall include a review of state, regional, and local laws, regulations, or ordinances or protocols which specifically addresses the following:

- 16.2.1 Vehicle parking or standing regulations,
  - 16.2.2 Intersections,
  - 16.2.3 Speed limits,
  - 16.2.4 Multilaned highways,
  - 16.2.5 Standard emergency or disaster routes,
  - 16.2.6 Traffic signals and control/warning signs and devices,
  - 16.2.7 Use of audible warning devices,
  - 16.2.8 Use of emergency lights,
  - 16.2.9 Right-of-way,
  - 16.2.10 Exemptions from direction-of-movement regulations or specified turns,
  - 16.2.11 Safer following distances, and
  - 16.2.12 Interactions with other emergency vehicles.
- 16.3 The emergency medical technician (basic) shall receive instruction regarding the effects of vehicle operation on patient care, comfort and safety.
- 16.4 The emergency medical technician (basic) shall receive didactic instruction in defensive driving, accident avoidance, and principles of vehicle control.

**17. EMSS Communications Subsystem Use**

17.1 The emergency medical technician (basic) shall be trained regarding the EMSS communications subsystem. Such training shall include:

17.1.1 Relevant FCC regulations,

17.1.2 Channel and frequency allocation,

17.1.3 The functions, procedures and equipment used in the emergency medical dispatch process,

17.1.4 Notifying hospital emergency departments of incoming patients,

17.1.5 Typical communications equipment and protocol used for state, regions, or local areas,

17.1.6 Communicating pertinent patient information,

17.1.7 Receiving medical direction in accordance with local protocol,

17.1.8 Detection and reporting of accidents to dispatcher,

17.1.9 Altering other emergency resources,

17.1.10 Maintaining contact between the vehicle, dispatcher and hospital, and

17.1.11 Communicating with other emergency services.

**18. Keywords**

18.1 emergency medical technician (basic); EMT (basic); EMT; training; EMT; roles; EMT; responsibilities

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