

WALKER COUNTY  
EMERGENCY MEDICAL SERVICES

MEDICAL DIRECTOR

- **SUMMARY OF POSITION:**

- Medical Director works in collaboration with EMS Director. Responsible for providing professional medical guidance to Walker County EMS clinical personnel and the department as a whole. Serves the community with specific expertise in the ground pre-hospital medical transport industry.

- **RESPONSIBILITIES & DUTIES:**

- Must be familiar with the Medical Practice Act and the Texas Medical Board rules regarding Emergency Medical Service at Title 22 of the Texas Administrative Code (TAC), Chapter 197, with the Department of State Health Services EMS statute at Chapter 773 of the Texas Health and Safety Code, and with EMS rules at Title 25 TAC, Chapter 157. Is responsible for all aspects of the operation of the EMS program(s) concerning medical education and/or provision of medical care.
  - Responsible for medical oversight by delegating authority for all aspects of patient care to ensure maintenance of accepted standards of EMS medicine practice. This includes credentialing of emergency medical technicians, advanced emergency medical technicians, and paramedics, including FRO personnel. This includes the responsibility and authority to suspend or de-credential any EMS personnel and/or report the incident to the Texas Department of State Health Services.
  - Responsible for establishment, implementation and modification of protocols for the field practice of medicine and any clinical quality improvement initiatives.
  - Develop, implement, and revise clinical policies and procedures including pre-hospital care, patient triage, transport, transfer, education, development, training, and credentialing process.
  - Conduct system audits and quality assurance of programs. Develop, implement, and monitors management of patient care incidents of complaints and deviations from established protocols.
  - Develop guidelines for review of any incident, which potentially has an adverse or negative impact on the patient or department.
  - Liaison with various local, regional, state and national medical communities regarding emergency medical service system by reviewing and responding to community needs.
  - Define scope of responsibility to credentialed emergency medical technicians and paramedics and provide policy and procedures authority

for control of medical services provided at the scene of a medical emergency.

- Develop and implement standards for transport or non-transport of patients. Establishment of criteria for selection of patient destinations. Establish special operations instructions for predictable event responses.
- Assist in analyzing employee and business needs and develop short and long-range strategies, goals, and action plans, and budget requirements to meet those needs.
- Emergency communications: They comprise an integral component of patient care and therefore are clinical functions. The Medical Director should actively direct and oversee the operation of EMS systems communications, establishing or modifying dispatch training, protocols, quality improvement processes, and credentialing programs that serve in determining initial and ongoing dispatch privileges for communications specialists.
- Be available 24 hours per day/seven days per week for on-line medical consultation by members of the EMS department.
- Other duties and responsibilities as are mutually agreed upon as beneficial to the organization.
- EMS Director is also occasionally responsible for the administration of emergency medical care to the sick and injured.

- **WORK ENVIRONMENT:**

- Work is performed under basically normal working conditions as in a standard office environment.
- Work involves occasional exposure to unpleasant working conditions or undesirable elements.
- May work in outside weather conditions/environments subject to extremes in temperature, inclement weather, and intermittent exposure to dust, fumes, and loud noise intensity at any given time.
- Maintain physical activity over prolonged periods of time including standing, walking, climbing stairs, kneeling and stooping in awkward positions and moving lifting heavy objects up to 120 pounds.

- **REQUIRED QUALIFICATIONS:**

- Significant experience in the role and successful execution of EMS Medical Direction in the state of Texas is required.
- Experience in the evaluation and management of acutely ill and injured patients.
- Experience in academic medicine and EMS education.
- Experience in on-line and off-line EMS medical control.
- Knowledge of best practice and industry standards within EMS.
- Knowledge of applicable local, state and federal regulations.

- Demonstrate good communication, planning, time management, organizational and interviewing skills.
- Ability to analyze and resolve irregular events.
- Ability to work with frequent interruptions and changes in priorities.
- Ability to establish and maintain effective communication and working relationships with county employees and the public.
- Knowledge of modern data management, records, and reporting systems.
- Excellent oral and written communication skills.
- Excellent interpersonal and organizational skills.
- Ability to work in a team environment.
- Demonstrates effective customer service and project management skills.
- Maintains positive community relations.

- **REQUIRED EDUCATION AND CERTIFICATIONS:**

- Graduation from and accredited medical school or university with a Doctor of Medicine degree is required.
- Certification and in good standing by the Texas State Board of Medical Examiners (TSBME) is required.
- Board certification by the American Board of Medical Specialists (ABMS) and the American Board of Emergency Medicine (ABEM) in Emergency Medicine is required.

- **DESIRABLE EXPERIENCE & TRAINING:**

- Be a member of the local medical community and actively participate or act as liaison in GETAC (Governor's EMS and Trauma Advisory Council), Texas College of Emergency Physicians, NAEMSP (National Association of EMS Physicians) and SETRAC (South East Texas Regional Advisory Council).
- Experience in community outreach and education.
- Experience in budget preparation, governmental accounting, billing/collections, bid process, fleet management, policy writing and public relations.
- Experience as a Local Health Authority in the state of Texas.

**All applicants must successfully complete and meet the following:**

- Must submit a resume.
- Must complete application for employment with Walker County.
- Must be subjected to and pass a background check.
- Must successfully pass a drug screen and physical.
- Must have a valid Class 'C' driver's license.
- Be insurable by the current insurance vendor of Walker County.