

Kittitas County Fire Prevention District #6

Position Description: Community Health Worker

Job Title:	Community Health Worker
Classification:	Temporary Full Time – up to 40 hours per week
Pay:	\$26-\$31 per your dependent on experience
Funding:	Grant - Greater Columbia Accountable Community of Health
Duration:	1 year with the possibility of extending – grant dependent
Start Date:	July 1st, 2024
Reports Directly To:	Captain, Community Health Program Manager

Job Purpose

We are called on today to do things that were unimaginable in yesterday's fire service. I could list a plethora of changes but, perhaps, the biggest change is how the modern fire service stands firmly in the gap of the overwhelmed, strained, and in many cases no longer in existence "Human" services. Today's fire service focuses 85% of its time on Human Services and this is why proactivity is so important. We respond to those with increasingly poor physical health, aging, mental health challenges, drug addictions, those with limited to no financial options, people struggling to stay in their homes and apartments etc. We are returning 2, 5, 10 times to a location, sometimes 2 to 3 times a night, helping them up from the floor, helping them back into bed, helping them to the bathroom, helping them to a chair in the living room, helping their physically and emotionally exhausted significant others to care for them when there is nowhere else to turn. Kittitas County Fire Protection District #6 stands firmly in this gap. We want to be here; willingly, eagerly, well trained, with passion, compassion, professionalism, and endurance and we will continue to be here for our community.

While community paramedicine is a relatively new and evolving healthcare model, Kittitas County Fire Protection District 6 has been growing this service for almost 2 years and recognizes the need for additional personnel to meet community needs. This program allows our emergency medical technicians (EMTs) to operate in expanded roles by assisting with public health and primary healthcare and preventive services to underserved populations in the community. The goals are to improve access to care and to avoid duplicating existing services.

Kittitas County Fire Protection District 6 is committed to providing a programmatic approach to advance the health of our population by decreasing health disparities, improving efficiency of health care delivery, and empowering individuals and communities through collaboration, innovation, and engagement.

Minimum Job Qualifications

- High School Graduate.
- Minimum Age: 21 years of age.
- Minimum 5 (5) years of pre-hospital patient care experience.
- Must currently possess and have the ability to maintain a Washington State (Kittitas County) EMR, EMT or Paramedic License.
- Ability to operate emergency apparatus and equipment, with knowledge of safety policies and regulations, as well as applicable federal, state, and local laws.
- Working knowledge of community geography, including street names and locations, building structures and hospital locations.
- Ability to communicate effectively in writing and orally.
- Must possess a valid state driver's license.
- Knowledgeable in the use of computers and department software applications including Microsoft Excel and Word.

Required Knowledge, Skills, and Attributes

- Knowledge of Kittitas County Fire Protection District 6 communities and neighboring fire district communities with ability to travel 30-50% of the time within Kittitas County.
- Extensive knowledge of the EMS system in Kittitas County, including Basic Life Support (BLS) medical protocols, departmental operating procedures, and incident command.
- Working knowledge of Emergency Reporting (ESO) and the ability to maintain accurate records and prepare timely reports.
- Excellent skills in planning, organizing, problem-solving, and time and task management.
- Excellent people skills for establishing and maintaining effective working relationships and managing group dynamics.
- Prioritize tasks and projects, work independently being initiative-taking to identify and complete tasks and projects with minimal supervision.
- Exhibits a high respect for human and community diversity.
- Ability to obtain a WA DOH certified Community Health Worker certification within 6 months of hire.

Essential Duties and Responsibilities: ADMINISTRATIVE

- Manage emails, letters, packages, phone calls and other forms of correspondence as needed.
- Utilize a variety of software programs such as Word, Excel, spreadsheet and database software, internet-based document programs and printing.
- Create and update reporting database to meet program requirements.
- Prepare and provide monthly program status updates.
- Prepare quarterly milestone compliance reports to ensure maximum revenue potential.
- Schedule appointments and maintain calendars.

Essential Duties and Responsibilities: FIELD

- Assists the Program Manager with recommendations, and evaluation of short term and long-term program goals and works to ensure program objectives are met.
- Interviews patients using developed assessment tools to evaluate which community and medical resources may be available to stabilize the patient's situation and facilitate more appropriate use of emergency care resources. Refers patients to identified resources as appropriate and tracks patient progress.
- Conducts patient education to include diabetes prevention/treatment, hypertension, Congestive Heart Failure (CHF), Chronic Obstructive Pulmonary Disease (COPD), falls assessments, injury evaluation, geriatric frailty visits, and nutrition.
- Conducts Patient Activation Measure® (PAM®) a 10 or 13 item questionnaire that assesses an individual's knowledge, skill, and confidence for managing their health and health care. {PAM} and as well MMSE, PHQ-9 and all other needed assessments.
- Responds, primarily in non-emergent mode, in a department staff vehicle to patients referred by medical or social service providers.
- Work with partner agencies including Upper Kittitas Medic One, Kittitas County Health Network, Kittitas County Public Health, Adult Protective Services and more.
- Promote fire department programs including WL Assessments and smoke alarm installation.
- Conduct follow-up patient visits as needed, including daily/weekly/monthly.

Essential Responsibilities Related to Client Privacy

- Expected to protect the privacy of all patient information in accordance with the district's privacy policies, procedures and practices as required by federal and state law and in accordance with general principles of professionalism as a healthcare provider.
- Encouraged and expected to report, without the threat of retaliation, any concerns regarding the district's policies and procedures on patient privacy and any observed practices in violation of that policy to the Fire Chief.
- Expected to actively participate in the district's privacy training and is required to communicate privacy policy information to coworkers, students, patients, and others in accordance with District policy.

Physical Requirements

LIFTING				
Weight	NONE	UP TO 1/3	1/3 to 2/3	2/3 OR MORE
Up to 10 Pounds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Up to 25 Pounds	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Up to 50 Pounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Up to 100 Pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
More than 100 Pounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OTHER PHYSICAL ACTIVITIES				
Activities	NONE	UP TO 1/3	1/3 to 2/3	2/3 OR MORE
Standing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Walking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sitting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Driving, in all weather conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Digital dexterity (using hands and fingers to administer treatment)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reaching with hands and arms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Typing, using a keyboard or tablet, handwriting and paper	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Climb or balance (includes stairs, ambulance, outdoor or uneven terrain)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stoop, kneel, crouch or crawl	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Talk and hear, in variable conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>