


POSITION DESCRIPTION		
Organ Transport Specialist		
Salary Range: \$45K-\$55K / Year	FLSA Status: Non-Exempt	Last Revised: 01/2024
APPLICANTS MUST RESIDE WITHIN 45 MINUTES OF THE RECOVERY CENTER. ZIP 80230		

COMPANY OVERVIEW:

iCare Ambulance, LLC, based at Centennial Airport since May 1, 2012, specializes in ground support for Air Ambulance, Critical Care, and Organ Transplant Teams. As a national leader in Air Ambulance Intercept services, we partner with over 70 Air Medical programs globally. Our mission focuses on providing safe and reliable transport for critically ill and injured patients. Our fleet of "Box Type" ambulances is specially equipped for diverse medical scenarios, including adult, pediatric, and complex patient transport like ECMO and IABP cases.

iCare Ambulance core values:

- Integrity:** We will be true to our ethical and moral convictions, even when no one is watching.
- Compassion:** We will care for our patients, partners, and each other with kindness and empathy.
- Accountability:** We will accept responsibility for our actions and disclose the results in a transparent manner.
- Respect:** We will acknowledge the innate value of all beings and things and treat them with due regard.
- Excellence:** We will continually work to improve our culture and performance.

POSITION OVERVIEW:

As an Organ Transport Specialist (OTS) you will play a critical role in the organ donation process that heals life and gives hope. The primary responsibility of the OTS is to provide safe and efficient transport of organ recovery teams and equipment between healthcare facilities and airports. We transport these teams from Pueblo to Cheyenne and everywhere in between. You will work with Surgeons, Organ Recovery Coordinators, and Organ Recovery Technicians to assure that the gift of life is passed along safely and expeditiously. This position entails a combination of long periods of waiting and periods of emergency driving.

WHAT DOES SUCCESS LOOK LIKE?:

To be successful in this position, the Organ Transport Specialist must be able to adequately accomplish the following:

Be Safe:


The OTS has a duty to assure his/her personal safety and the safety of their co-workers, passengers, and the public. The OTS shall utilize safety equipment that is provided for them, including seatbelts. The OTS shall also operate company vehicles with due regard for the safety of those onboard the vehicle and the public.

Respond to service requests in a timely fashion:

The OTS shall assure that they maintain the ability to respond to a request for service within 15 minutes of receiving the request. The OTS must be able to arrive at the Donor Alliance Recovery Center within 45 minutes when called.

Assure that equipment is constantly in a state of readiness:

The OTS shall assure that their assigned vehicle and the equipment within it are in a constant state of readiness. This includes assuring that the vehicle is clean, and all vehicle operating systems are working properly.

POSITION DESCRIPTION		
Organ Transport Specialist		
Salary Range: \$45K-\$55K / Year	FLSA Status: Non-Exempt	Last Revised: 01/2024
APPLICANTS MUST RESIDE WITHIN 45 MINUTES OF THE RECOVERY CENTER. ZIP 80230		

Maintain chain of custody:

The OTS shall assure that the chain of custody of organs and tissues is maintained and documented appropriately.

Provide expeditious transport of organs and tissue:

The OTS shall transport all organs and tissues to the intended destination without delay and deliver them to the appropriate person or department.

Documentation:

The OTS shall complete and submit required documentation such as Trip Reports, Occurrence Reports, Daily Vehicle Checks, and Vehicle Problem Reports in a timely fashion. The OTS shall ensure that the information in such documentation is accurate and complete.

Act Professionally:

The OTS has a duty to always act professionally, both on and off duty. Often, the public will judge all first responders by the actions of one individual; therefore, it is the duty of all team members of iCare Ambulance LLC to represent our profession and our company in a positive manner.

QUALIFICATION REQUIREMENTS:

Working knowledge of the functions, policies, rules, methods, and regulations of emergency operations. To perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Minimum qualifications for this position are:

- Must be at least 18 years of age
- Current Colorado Driver's License
- At least two years of driving experience
- Acceptable driving and criminal history

Post-Appointment Education:

- Coaching the Emergency Vehicle Operator (CEVO)
- Skid Control
- AHA BLS For Healthcare Provider

Language Skills:


Ability to speak, read, and write fluent English and communicate effectively. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to complete patient care reports.

Reasoning Ability:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to assess situations, exercise sound judgment, and take appropriate action, remaining cognizant of the company's confidentiality requirement.

Physical Demands:

The physical demands described here are representative of those that must be met by a team member to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

POSITION DESCRIPTION		
Organ Transport Specialist		
Salary Range: \$45K-\$55K / Year	FLSA Status: Non-Exempt	Last Revised: 01/2024
APPLICANTS MUST RESIDE WITHIN 45 MINUTES OF THE RECOVERY CENTER. ZIP 80230		

Physical Demands: (Continued)

Physical effort involves – for indefinite periods of time – mobility within an office and field environment; subject to infectious diseases; twisting body; stooping; standing; squatting; sorting; sitting; clarity of vision (including night-vision); pushing; pulling; lifting; reading; decision making; reaching above shoulder level; using both hands for simple and firm grasping; clarity of hearing; communicating clearly and effectively, in person and by two-way radio; fine finger manipulation for writing and typing on a personal computer; operation of an emergency vehicle through city traffic.

COMPENSATION:

\$45,000 to start, with annual increases to a maximum of \$55,000.

BENEFITS:

- Paid Time Off
- Vision & Dental Insurance (Paid by company)
- Short & Long Term Disability Insurance (Paid by company)
- Health Insurance (\$300 company contribution)
- \$100,000 Life Insurance (Paid by company)
- Employee Assistance Program
- 401K with 5% company match

SHIFT:

The Organ Transport Specialist works an on-call shift for 96 hours with a 96 hour off period.

iCare Ambulance, LLC is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information. iCare Ambulance, LLC is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities.

Employee Signature

Date Signed