

	<b>Lower Providence Emergency Medical Service Standard Operating Guidelines</b>	
	<b>Subject:</b> <i>Infection Control</i> – Designated Infection Control Officer	<b>SOG #300-001A</b>
	<b>Approved:</b> Chief Christopher J. Reynolds	<b>Initiated:</b> October 2023  <b>Revised:</b> N/A

## Classification

Safety Officer

## Reports to

Chief of Operations

## POSITION DESCRIPTION

### Summary/Objective

The Designated Infection Control Officer will coordinate all aspects of Member Safety as it relates to potential and actual exposures. DICO will maintain all records confidentially and coordinate all training as it relates to Infection Control.

### Essential Functions

1. Remain in compliance with ACT 37.
2. Provide pre-hospital care to ill or injured patients at current certification level, utilizing the decision making needed to properly transport patients to necessary medical facilities based on facility capability.
3. Establishes and maintains a working environment conducive to positive morale, quality, and teamwork.
4. The DICO will continue to annually update their training on OSHA, CDC and NFPA.
5. The DICO will be available to act when there is potential exposure(s). 24 hours a day 365 days a week.
6. The DICO shall conduct all annual training for members and maintain all documents dealing with Infection Control.
7. The DICO will make all contacts to obtain source information and uphold all HIPAA laws in completing their tasks for the benefit of LPEMS.
8. Coordinate the direction of assigned personnel including monitoring work assignments, work closely with officers and committee heads to direct and mentor their efforts.

## Competencies

1. Ethical Conduct.
2. Stress Management/Composure.
3. Problem Solving/Analysis.
4. Communication Proficiency.
5. Strategic Thinking.
6. Teamwork Orientation.
7. Diversity and Inclusion.

## Supervisory Responsibility

There is no supervisory responsibilities with this position.

## Signatures

This position description has been approved by all levels of management:

Member signature below constitutes understanding of the requirements, essential functions, and duties of the position.

Member \_\_\_\_\_ Date \_\_\_\_\_

Chief of Operations : \_\_\_\_\_

CC: File

