

**CITY OF AUSTIN
FIREFIGHTERS', POLICE OFFICERS'
AND EMERGENCY MEDICAL SERVICES PERSONNEL'S
CIVIL SERVICE COMMISSION**

**NOTICE OF WRITTEN EXAMINATION & SOURCE MATERIALS LIST
FOR THE RANK OF**

MEDIC II - COMMUNICATIONS

DATE: October 16, 2018

TIME: 9:00 AM

PLACE: Learning & Research Center
2800 Spirit of Texas Drive
Austin, TX 78719

ELIGIBILITY REQUIREMENT: This written examination shall be held in accordance with the Civil Service law and rules, and shall be open to each Medic I - Communications who has continuously held this classification for at least two (2) years immediately before the date of the written examination.

ELECTRONIC REGISTRATION FOR WRITTEN EXAMINATION: As required by Civil service Commission Rule 7.06, all eligible candidates who intend to take the examination **MUST** register.

Candidates will now signup for examinations electronically at <http://signup.com/go/RdgOVSJ>.

Registration must be made no later than 9:00 AM, October 9, 2018. Exam registration and Letter of Intent signing instructions can be found at: <http://cityspace.ci.austin.tx.us/departments/hrm/civil-service/ems/promotional-exam-exam-review-sign-up-instructions>.

Once you register, you will receive a confirmation email which will serve as your Letter of Intent. Civil Service will have the master list of those who have signed up. **Only those applicants who have registered by signing a Letter of Intent through the electronic process will be admitted into the examination.**

CONTENT OF EXAMINATION: Examination questions will be taken only from those source materials identified below. No questions will be taken from material in the source that is assigned a label, e.g. figure, table, exhibit, box, Scan, etc., unless such material is specifically identified below.

1. Emergency Medical Services Department Policies and Procedures

Policies

Chapter 2 Code of Conduct

Chapter 3 Human Resources –310 Drug Alcohol Policy Only

Chapter 5 Operations

Chapter 6 Training

Procedures

OP-01 Communications

OP-02 Responses and Transport

- OP – 02.01 Incident Assignment – Out of Chute
- OP – 02.02 Incident Assignment – Responding
- OP – 02.03 Incident Assignment – Staging
- OP – 02.04 Incident Assignment – Arriving At Scene & At Patient Side
- OP – 02.05 Incident Assignment – Transporting
- OP – 02.07 Incident Assignment – At Facility
- OP – 02.08 Multi Destination Transport Guidelines
- OP – 02.10 Inter Facility Transfers
- OP – 02.13 Forcible Entry

OP-06 – General

- OP – 06.11 Emergency ID Testing Procedure
- OP – 06.12 Emergency ID Procedure
- OP – 06.13 Unscheduled Leave

Available online:

http://atcemsinside.org/home/index.php?option=com_content&view=category&layout=blog&id=121&Itemid=250

25% of the examination questions will come from this source.

2. National Academy QA Guide, Volume 13 Medical Priority Dispatch System

Publisher: Priority Dispatch Corp.

Candidates are responsible for all Rules and Axioms

25% of the examination questions will come from this source.

3. Decision Making and Problem Solving - 3rd Edition

ISBN: 978-0749475611

Author: John Adair

Candidates are responsible for Introduction, Chapters 1, 2, 4, & 6.

15% of the examination questions will come from this source

4. Principles of Emergency Medical Dispatch, 6th Edition

ISBN: 0-9658890-2-5 Author: Jeff J. Clawson, MD; Kate Boyd Dernacoeur; Cynthia Murry

Publisher: Priority Press

Candidates are responsible for Chapters 2, 3, 4, & 10.

20% of the examination questions will come from this source.

5. Federal Emergency Management Agency (FEMA), U.S. fire Administration, Voice Radio Communications Guide for the Fire Service, October 2008

Available online:

http://atcemsinside.org/home/index.php?option=com_content&view=category&layout=blog&id=121&Itemid=250

Candidates are responsible for sections 3 (page 13), 7 (all).

5% of the examination questions will come from this source.

6. U.S Department of Justice, Office of Community Oriented Policing Services (COPS) Tech Guide for Communications Interoperability: A Guide for Interagency Communications Projects

Available online:

http://atcemsinside.org/home/index.php?option=com_content&view=category&layout=blog&id=121&Itemid=250

Candidates are responsible for Chapters 1, 2, & 3. Chapter 4 pages 51-59 & 60 (exclude last paragraph).

10% of the examination questions will come from this source.

ADMINISTRATION OF EXAMINATION: 2.5 hours will be allowed for answering examination questions.