



## THURSTON COUNTY MEDIC ONE FIREFIGHTER/PARAMEDIC EMPLOYMENT INFORMATION / COOPERATIVE EXAMINATION APPLICATION

**THURSTON COUNTY MEDIC ONE**  
2703 Pacific Ave SE Ste. C  
Olympia WA 98501

**ALS Program Manager**

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**Administrative Assistant**

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[daphne.reaves@co.thurston.wa.us](mailto:daphne.reaves@co.thurston.wa.us)  
(360) 704-2782

### CITY OF OLYMPIA, CITY OF TUMWATER and LACEY FIRE DISTRICT 3



Check the [Medic One website](#) to find out when testing is being conducted, or visit our posting on the PST website.

**FIREFIGHTER/PARAMEDIC** positions are utilized throughout Thurston County by the following public agencies: City of Olympia, City of Tumwater, and Lacey Fire District #3. Thurston County Medic One facilitates the medical portion of a cooperative examination process (written protocol exam and scenario-based interviews). Successful candidates are placed on a 14-month continuous eligibility employment list to be used for future position openings in each jurisdiction.

**CURRENT SALARY RANGE:** \$85,356 - \$124,368 per year plus benefits, depending upon hiring jurisdiction.

**PLEASE NOTE:** Questions regarding COVID-19 vaccine requirement should be directed to The City of Olympia, The City of Tumwater or Lacey Fire District 3.

#### HIRING PROCESS ORDER OF EVENTS:

1. [Public Safety Test](#) written exam score of 75% or higher sent to Thurston County Medic One Firefighter/Paramedic post via the PST website by deadline noted on the Medic One website.
2. Thurston County [Medic One Application](#) packet submission by deadline noted on the Medic One website.
3. The top scoring candidates with a qualifying PST score and a complete application packet are selected for step 4 (scenario-based interviews).
4. Scenario-Based Interviews - Testing Dates Posted on Medic One Website
5. Agency-specific entry-level testing, interviews, and on-boarding

#### APPLICATION PACKET CONTENTS:

- Requirements to Test and Examination Process
- Fire/EMS Jurisdiction Contact Information
- Fire/EMS Jurisdictional Job Information
- Applications forms A, B, C, and D

Completed applications with required attachments should be emailed to [daphne.reaves@co.thurston.wa.us](mailto:daphne.reaves@co.thurston.wa.us)

The successful examinee will have a thorough working knowledge of the [Thurston County Medic One EMS Protocols](#). These are available for review and download at the [Medic One Website](#)

Resumes will not be accepted in lieu of an application and required attachments.

**APPLICATION ON FILE:** Please call if you have previously submitted an application within the last 12 months. If your information is current and unexpired, you may not need to submit a new application. Please contact Daphne Reaves-Ward if you would like to re-submit your application.



# THURSTON COUNTY MEDIC ONE FIREFIGHTER/PARAMEDIC EMPLOYMENT INFORMATION / COOPERATIVE EXAMINATION APPLICATION

## REQUIREMENTS TO TEST AND EXAMINATION PROCESS

### ELIGIBILITY LIST

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Firefighter/Paramedic positions are utilized throughout Thurston County by the public agencies of the City of Olympia, City of Tumwater and Lacey Fire District #3. Thurston County Medic One facilitates the medical portion of a cooperative examination process (written protocol exam and scenario-based interviews). Successful candidates are placed on a 14-month continuous eligibility list to be used for future position openings for each jurisdiction. *Each jurisdiction has separate governing personnel policies or Civil Service Rules and requires successful completion of a competitive examination(s) to be hired as a Firefighter/Paramedic.*

### REQUIREMENTS TO TEST

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- Must be 21 years of age.
- High school graduate OR have earned a GED certificate.
- Valid Public Safety Testing Written Score submitted to: "[Lacey Fire Dist #3 / Olympia FD / Tumwater FD \(Thurston County Medic One\) Firefighter/Paramedic](#)" by date listed above.
- Medic One application with required documents (refer below).

### TESTING PROCESS INFORMATION

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The medical examinations will be conducted through a Scenario-Based Interview. All candidates who successfully pass the scenario-based interview and have successfully submitted all their required application materials to Medic One, will be placed on the hiring list. The medical examination is administered under the authority of the Thurston County Medic One Medical Program Director. Medical examinations are pass/fail. It is important to note that prior to the completion of on boarding, usually completed during the first 10 shifts as a 3rd rider, the candidate will be required to have passed the Thurston County Protocol Test.

### PUBLIC SAFETY TESTING WRITTEN EXAMINATION

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The Firefighter Selection Tool (FST™) was designed to measure numerous areas that are related to successful performance as a firefighter. Specifically, the FST™ contains questions covering two broad areas: cognitive abilities and non-cognitive traits. It is important to note that the FST™ does not measure job-specific knowledge or any specific skills that require specialized training. You will not need any specific firefighting knowledge or skills to succeed on the FST™. An overview of the test components can be found at <https://www.publicsafetytesting.com/information-center/test-requirements>

Candidates MUST apply to the agency entitled "[Lacey Fire Dist #3 / Olympia FD / Tumwater FD \(Thurston County Medic One\) Firefighter/Paramedic](#)" in order to be considered for the scenario-based interview. The top 8 written scores on the FST will be invited to participate in the scenario-based interview.

#### Submit Completed Application Packets to: Daphne Reaves-Ward

Via Email: [daphne.reaves@co.thurston.wa.us](mailto:daphne.reaves@co.thurston.wa.us) or Via Mail: 2703 Pacific Avenue SE, Suite. C, Olympia, WA 98512

\*TFD, OFD and LFD3 require a valid CPAT at the time of employment. You do not need a current CPAT in order to test with Thurston County Medic One. Although, it's important to at least have the CPAT scheduled by the time of testing.



# THURSTON COUNTY MEDIC ONE FIREFIGHTER/PARAMEDIC EMPLOYMENT INFORMATION / COOPERATIVE EXAMINATION APPLICATION

## REQUIREMENTS TO TEST AND EXAMINATION PROCESS cont.

### Scenario Based Interview

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The scenario-based interview is conducted by a panel of medical professionals from the Thurston County Medic One System and/or medical community. The interview is scenario-based, with an emphasis on history, patient assessment and treatment. The scenario-based interview is pass/fail. Candidates must successfully complete the Medical Written Examination and the Scenario-Based Interview in order to be placed on the referral list to be forwarded to the hiring jurisdiction.

The successful examinee will have a thorough working knowledge of the Thurston County Medic One EMS Protocols, located on the Medic One Website. <https://www.thurstoncountywa.gov/departments/medic-one/ems-field-protocols>

Please contact Medic One if you require an accommodation to participate in the scenario-based interview.

### CHALLENGES OF SCENARIO-BASED INTERVIEWS

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Resolution of challenges at the lowest possible level is the objective of Thurston County Medic One. Challenges to any portion of the Medical Examination processes will be as follows:

- Initially, candidates may request clarification of examination components or processes from the Medic One ALS Program Manager. Requests must be made within 10 working days of the date of the medical examination(s), by contacting the ALS Program Manager at the Medic One office (360) 704-2782. The ALS Program Manager will respond to the candidate's request within 15 working days of the receipt of request. If the candidate is not satisfied with the response received regarding the concern, the candidate may proceed to the next level of the challenge process by placing a formal challenge in writing to the Thurston County Medic One Director.
- The Director will render a written opinion with 15 working days of receipt of the candidate's written challenge. If the candidate is not satisfied with the response received from the Medic One Director, the candidate may proceed to the next level of the challenge process by placing a written request for review by the Medical Program Director.
- The Medical Program Director will render a written opinion to the candidate within 30 working days of receipt of the candidate's written challenge. If the candidate is not satisfied with the response received from the Medical Program Director, the candidate may proceed to the next level of the challenge process by placing a written request to convene a formal review panel.
- A formal review panel will be convened within 60 days of receipt of the candidate's written request to address challenges to the Medical Program Director's opinion(s). The panel will consist of representatives from the following: Thurston County Paramedic Association, EMS Council appointed physician representative, EMS Council appointed operations representative, and a representative from the Thurston County Civil Service/Prosecutor's office. The findings of the panel will be in writing and will be considered final.

Challenges may be addressed to: [daphne.reaves@co.thurston.wa.us](mailto:daphne.reaves@co.thurston.wa.us)



# THURSTON COUNTY MEDIC ONE FIREFIGHTER/PARAMEDIC EMPLOYMENT INFORMATION / COOPERATIVE EXAMINATION APPLICATION

## ALS JURISDICTIONAL CONTACTS AND INFORMATION

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### Thurston County Medic One

2703 Pacific Ave SE Ste C  
Olympia WA 98501  
360-704-2782

Daphne Reaves  
[daphne.reaves@co.thurston.wa.us](mailto:daphne.reaves@co.thurston.wa.us)

Ben Miller-Todd, ALS Program Manager  
[ben.miller-todd@co.thurston.wa.us](mailto:ben.miller-todd@co.thurston.wa.us)

Thurston County's Medic One EMS System was established in 1974, as the nation's first public countywide tiered response EMS system. It is also the first voter approved, permanent EMS levy funded system in the United States. The system provides for fire service-based basic life support (BLS) and advanced life support (ALS) EMS care and transport services to more than 300,000 residents within the county's 758 square miles.

The Medic One Medical Program Director provides medical oversight, protocols and establishes testing requirements along with the support of the ALS Program Manager. Medic One contracts with three jurisdictions (refer below) to provide ALS support within the county. Through our testing process a paramedic hiring list is established and the jurisdictions may only hire approved candidates.

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### Lacey Fire District #3

1231 Franz St SE  
Lacey WA 98503  
(360)-491-2410

#### **Human Resources:**

[HR@laceyfire.com](mailto:HR@laceyfire.com)  
(360) 528-2313

Lacey Fire District 3 is a special purpose taxing district that was organized under RCW 52 in 1949. With a call volume of approximately 17,000 per year, the District provides fire protection and emergency services from five neighborhood stations strategically located throughout a 70 square-mile area. The District also provides staffing of a dual-paramedic/firefighter medic unit in the adjacent community of Yelm, which provides advanced life support services to partner agencies in the county. Our dedicated team serves a District population of over 108,000 residents and is made up of over 120 full time career emergency responders, including firefighter EMTs and Paramedics, company officers and battalion chiefs, as well as over 20 administrative members and a cadre of volunteer support personnel.

The District's Headquarters is located in Lacey, Washington, a culturally diverse community in northeast Thurston County at the southern tip of Puget Sound and adjacent to Olympia, Washington.

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### City of Olympia

PO Box 1967  
Olympia WA 98507-1967  
(360) 753-8447

#### **Human Resources:**

Nicole Camus  
[ncamus@ci.olympia.wa.us](mailto:ncamus@ci.olympia.wa.us)  
(360) 753-8213

The City of Olympia currently has a population of 55,919 people and covers an area of more than 20 square miles. Olympia, the State Capital of Washington, is located at the southern tip of Puget Sound. Founded in 1850, early growth was stimulated by the rapid development of the lumber industry. In 1853, Olympia became the territorial capital of the newly established Washington Territory. When Washington achieved statehood in 1889, Olympia was selected as the State Capital. As a result, Olympia became the governmental center of the state.

Fire and emergency medical protection is provided by 4 strategically located fire stations. These stations house four first line engine companies, 1 ladder, 2 paramedic units, and a variety of specialized equipment and reserve apparatus. The full-time staff of the Olympia Fire Department consists of 126 employees.

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### City of Tumwater

555 Israel Rd SW  
Tumwater WA 98501  
(360) 754-5855

#### **Human Resources:**

[humanresources@ci.tumwater.wa.us](mailto:humanresources@ci.tumwater.wa.us)  
(360) 754-4122

Tumwater has a population of 24,852 and covers approximately 18 square miles. The Tumwater Fire Department responds to all types of emergencies, ranging from fire suppression, medical, hazardous materials, and crash fire rescue. Tumwater is an inclusive department that provides services from two fire stations with a staff of 45 responders.

As a Thurston County Medic One system partner, Advanced Life Support (ALS) certified firefighter paramedics respond to medical emergencies in the city and county and are fully cross-trained as firefighters. Paramedic services are also provided to the Rochester/Grand Mound area under contract with Thurston County Medic One.

ALL JURISDICTIONS ARE EQUAL OPPORTUNITY EMPLOYERS  
COMMITTED TO DIVERSITY IN THE WORKPLACE

# City of Olympia, City of Tumwater and Lacey Fire District #3

## FIREFIGHTER/PARAMEDIC - APPLICATION PACKET REQUIREMENTS CHECKLIST

### Form A

**Applicant Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

On the list provided below, please check that each item is included with your application packet and submit in the following order.

**Application Packet Checklist (Form A):** Please place this checklist on top of your application packet.

**PST Written Test score** - \_\_\_\_\_ % Note: Score must be 75% or higher and must be submitted through PST Site to Medic One agency posting.

**Employment Application (Form B)** Note: A resume may be included, but will NOT be accepted in lieu of the Application Packet and required attachments. Application forms from other jurisdictions or agencies will not be accepted. Please remember to SIGN your application form.

**Photo Identification** – Legible Copy of an unexpired State or Federally issued form of identification (Driver's License, Passport or Military ID).

**Emergency Medical Training Record – (Form C).**

**Candidate Physical Ability Test (CPAT)** – copy of an unexpired CPAT certification with application. Please refer to Form D – 'Prior to Hire' for specific agency requirements.

**Paramedic Certification – Copy of either:**

- 1) Washington State Certification, **OR**
- 2) Your Current State Certification AND current National Registry of Emergency Medical Technicians–Paramedic (NREMT–P) certification. If last NREMT test is more than 12 months from the date of the examination, an NREMT Assessment test will be required **WAC 246-976-142 OR**
- 3) If you have just graduated from an accredited paramedic program, please submit a copy of your National Registry card along with your certificate of completion. Contact the officer for further direction.

**Certificate of Completion** – Copy of certificate of completion of DOT paramedic training program from a Commission on Accreditation of Allied Health Education Programs (CAAHEP) which can be confirmed at:  
<https://www.caahep.org/students/find-an-accredited-program> (Washington State DOH requirement for certification.)

**Prior to Hire Checklist – (Form D)**

# City of Olympia, City of Tumwater, Lacey Fire District #3

## FIREFIGHTER/PARAMEDIC EMPLOYMENT APPLICATION

Form B - page 1 of 2

**Completed applications must be received or postmarked by the deadline listed on the first page.**

**A resume will not be accepted in lieu of this application and required attachments.**

In compliance with Federal and State Laws and equal employment opportunities guidelines, applicants are considered for employment on the basis of qualifications and demonstrated abilities without regard to race, creed, color, sex, national origin, age, marital status, medical condition or physical characteristics.

1. **Please type or print legibly.** Answer each question completely. A resume may be attached for information, but will not take the place of the completed application form. Please notify the Medic One Office (360) 704-2782 immediately of any change in your telephone number or address.
2. Applications will be screened and testing scheduled by the Medic One Office. Persons selected for testing will be notified by mail. Formal notification may not be sent to unsuccessful candidates.

<b>Name</b>	Last . First . MI .		
<b>Address</b>	Street City State Zip		
<b>Home or Message Phone</b>		<b>Business or Alternate Phone</b>	
<b>Email Address</b>			
<b>Are you legally eligible for employment in the U.S.A.?</b> Yes No If yes, verification will be required by hiring agency			
<b>Are you claiming Veteran's Preference?</b> Yes No If yes, verification will be required by hiring agency			

### EDUCATION AND TRAINING

Do you have a high school diploma or a GED

COLLEGES OR UNIVERSITIES ATTENDED	MAJOR	DEGREES OR DIPLOMAS
<b>OTHER RELATED TRAINING</b>		
<b>SPECIAL LICENSES OR CERTIFICATES – List type, state where issued and expiration dates</b>		
<b>MACHINERY – List machinery operated which is necessary or useful to this position</b>		

**EMPLOYMENT HISTORY**

List present and past employment, beginning with most recent.

Position		From (date)	To (date)	Reason for Leaving	
Name & Address of Company					
		Primary Duties			
Telephone					
Supervisor					

Position		From (date)	To (date)			Reason for Leaving
Name & Address of Company						
		Primary Duties				
Telephone						
Supervisor						

Position		From (date)	To (date)			Reason for Leaving
Name & Address of Company						
		Primary Duties				
Telephone						
Supervisor						

Have you been convicted of a misdemeanor or felony within the last seven years that would tend to have a direct bearing on this position?

☐ YES ☐ NO If yes, please explain: \_\_\_\_\_

**Note:** A conviction record will not disqualify you from employment unless such record would reasonably affect your fitness for the job.

I understand that misrepresentation of any of my answers or statements will result in cancellation of my application, or if employed, will be cause for dismissal. I authorize all previous employers to furnish any of the employing jurisdictions my record, reason for leaving and all information they may have concerning me and I hereby release them and the employing jurisdictions from all liability or any damage whatsoever arising therefrom. I authorize investigation of all statements in this application.

I understand that I am advised to notify the Medic One Office Manager (360) 704-2780 if I feel I will need assistance or accommodation to participate in completing the application or testing process.

Signature \_\_\_\_\_

Date \_\_\_\_\_

# City of Olympia, City of Tumwater, Lacey Fire District #3

## FIGHTER/PARAMEDIC - EMERGENCY MEDICAL TRAINING RECORD

### Form C

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

BASIC EMT TRAINING			
Training Organization			
Completion Date			
EMT Work Experience	# months or years	Average # calls per shift	
Type of Service	Fire Dept	Ambulance	Police      Other

PARAMEDIC TRAINING INFORMATION			
Graduation Date		Have you maintained certification since graduation?	Yes      No
If no, please explain			
State of Certification		State Certification Expiration Date	
National Registry Certification Expiration Date (if applicable)			

PARAMEDIC WORK EXPERIENCE			
Status	# Months/Years	# Shifts/Months	# Hours/Shifts
Volunteer			
Part Time			
Full Time			
Type of Service	Fire Dept	Ambulance	Police      Other

How many times have you performed the following procedures?			
PROCEDURE	DURING TRAINING	PRESENT JOB	
ET Intubations			
Emergency Cricothyrotomy/Tracheotomy			
Subclavian/Internal Jugular			
Flutter Valves			
Other (list)			
Other (list)			

Other information pertaining to your education or skills that you would like us to know:



# City of Olympia, City of Tumwater, Lacey Fire District #3

## FIREFIGHTER/PARAMEDIC - PRIOR TO HIRE CHECK LIST

### Form D

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

- This checklist must be returned with your completed application.
  - Please read and check each item to indicate your understanding and/or willingness to meet the ALS agency requirements in Thurston County.
  - Please provide a written explanation for any areas not checked.
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1. If not Washington State certified, applicants will be required to be **National Registry of Emergency Medical Technicians/Paramedic (NREMT-P) certified**. (See NREMT-P certification requirements on the Employment Opportunity and Competitive Examination notice and/or Form A – Paramedic Certification.)
  2. Candidates may be required to take a **psychological exam**. This exam will be at the discretion of the individual hiring agency.
  3. Candidates are required to take a pass/fail physical agility test (CPAT) to be employed at an ALS agency in Thurston County. Please provide a copy of your **unexpired CPAT** (if available). The agency requirements at the time of employment are as follows: **Olympia FD and Tumwater FD**: Public Safety Testing only. **Lacey FD3**: Will accept any IAFF/IAFC CPAT (i.e. Public Safety Testing, National Testing Network, Bates).
  4. Candidates will be required to **take and pass a medical physical examination** at the time of selection, prior to hire.
  5. At the time of selection and prior to hire, the candidate will be required to **demonstrate, on a pass/fail basis, certain medical manipulative skills and situation analysis skills** in either the OPERATING ROOM or EMERGENCY ROOM to the satisfaction of the Medical Program Director or his designee.
  6. In accordance with the **Immigration Reform and Control Act, Section 274A**, all new employees must show employment eligibility verification to work in the United States and verify identity. Applicants are advised that this documentation must be submitted within 72 hours of the date of hire. This is a condition of employment with all hiring entities. New employees will be advised of acceptable documents to verify identity and work authorization.
  7. In accordance with RCW 43.43.830-845, **criminal background investigation(s)** may be conducted on each applicant prior to hire. An excluded provider search on the Office of Inspector General List of Excluded Individuals/Entities and the General Services Administration Excluded Parties List may be conducted in accordance with contractor-specific requirements.