

EMPLOYMENT EXPECTATIONS

Welcome to Mecklenburg EMS Agency!

Just as you have expectations of this Agency to provide you with competitive wages, benefits and good working conditions, we have certain expectations of you!

- Report to work on time, be dependable
- Take initiative and be responsible for your actions
- Keep HR informed on any changes (Address, Phone, Marriage, Birth of Child, Divorce, etc)
- Silence cell phones during meetings, in-services, orientations, etc.
- Comply with Dress Code policy at all times even during in-services
- No food/beverage allowed in training areas
- Check your email regularly
- Make suggestions! Use the suggestion box
- Respect cultural differences of patients and fellow workers at all times
- Be patient and honest
- Be kind to others
- Show compassion
- Keep certifications up-to-date
- Take pride in your work and represent Medic well at all times
- Adhere to Corporate Compliance and HIPAA Guidelines
- Do not rely on rumors, ask questions
- Tell us when you are happy – we love to hear good news!
- Let us know if you are not satisfied
- Welcome new employees and be a good role model for them

My signature below indicates that I understand what the Agency's expectations of me and that I have the opportunity to discuss any or all of these important issues with my supervisor/manager.

Print Name

Signature

Date