Custer County, Colorado
Position Description

Position Title: Van Driver (Non-Emergent Medical Transportation)

Agency: West Custer County Hospital District

Status: Part-Time (20 hours/week)

Overview: Under the supervision of the Health Services Navigator the van driver safely transports residents to and from medical appointments, physical therapy and other critical errands using an ADA-compliant wheelchair-accessible vehicle. This individual will provide door-to-door or hand-to-hand transportation service to mobility impaired residents. This role requires operating wheelchair lifts or ramps, properly securing mobility devices, practicing safe and smooth driving and offering compassionate and patient customer service.

Key Responsibilities:

- Patient/Passenger Transport: Transporting residents to scheduled medical appointments, dialysis centers, community centers or critical errands.
- Loading & Unloading: Operate hydraulic lifts, folding ramps and automatic doors. Assist residents into and out of the vehicle with dignity and care.
- Wheelchair Securing: Properly attach floor tie-downs, occupant seatbelts and restraints/locking mechanisms inside the van according to safety regulations.
- Door-Door Assistance: Escort passengers from their residence or facility door into the vehicle and safely inside their destination when required.
- Vehicle Inspection & Maintenance: Conduct pre/post trip vehicle inspections (checking tires, fluids, lights and lift mechanisms) and report mechanical issues immediately.
- Record Keeping: Log trip times, mileage, passenger counts and digital dispatch updates as per facility designated procedure.
- Emergency Preparedness: Maintain current knowledge of basic life support, First Aid and CPR to respond to passenger distress or medical incidents.
- Perform routine vehicle checks.
- Clean and sanitize vehicle after each transport.

Qualifications and Requirements:

- License: Valid Colorado state driver's license with clean driving record (no major infractions, DUIs or excessive points). Background check and drug screening.

- Education: High school diploma or GED equivalent.

- Certifications: Ability to pass or hold certifications in CPR, First Aid, defensive driving and wheelchair securement training. Hold current certification or be able to obtain within three (3) months of employment one of the following: Passenger Assistance, Safety and Sensitivity (PASS) training or Mobility Assistance Vehicle Training (MAVT).

- Physical Stamina: Ability to bend, kneel or crouch to secure floor straps, push heavy wheelchairs and lift up to 50 pounds.

- Interpersonal Skills: Patience, empathy, strong communication skills and respect for residents needing assistance.

- Driving Skills: Must be experienced in driving in winter weather; ice and snow, through mountain passes and in some cases washboard dirt roads.

Working Conditions:

- Environment: Spending hours driving in varying traffic conditions and walking outdoors in inclement weather to assist riders.

- Schedule: Typically, daytime hours (Monday through Friday, with occasional weekend, early mornings or evenings.