

ORANGE COUNTY CLASS SPECIFICATION

TITLE: EPIDEMIOLOGIST **GRADE:** 15

TITLE ABBREVIATION: EPIDEMIOLOGIST **TITLE NO.:** 562850

JURIS.CL: C **SALARY CODE:** 01 **UNIT:** **EEO CODE:** PR **FLSA CODE:** NE

DEPARTMENT: PUBLIC HEALTH **DIVISION:** PUBLIC HEALTH NURSING

SUPERVISOR'S TITLE: DIRECTOR OF EPIDEMIOLOGY & PUBLIC HEALTH PLANNING

DISTINGUISHING FEATURES OF THE CLASS: The Epidemiologist is responsible for development, planning, implementation and coordination of programs related to communicable diseases including syndromic surveillance for bioterrorism and influenza. An incumbent in this class performs epidemiologic and outbreak investigations, promotes public education, encourages community awareness and implements disease prevention and control measures. Work is performed under the supervision of the Director of Epidemiology and Public Health Planning. Traveling in the course of the workday is required. Incumbent does related work as required.

TYPICAL WORK ACTIVITIES:

Develops, implements and coordinates programs and procedures related to surveillance of communicable disease threats, including, but not limited to, arthropod-borne diseases, hepatitis, central nervous system (CNS) diseases, enteric infections, vaccine-preventable diseases, viral infections, influenza and bioterrorism;

Coordinates services of physicians, infection control nurses, governmental agencies, schools and other community organizations to ensure cohesive program implementation;

Initiates and develops participation and cooperation of professional groups, governmental agencies, community organizations, educational institutions in the development and implementation of community health assessment, community health improvement plan, and public health summits;

Represents the Health Department at program related meetings, committees, and conferences with healthcare organizations, governmental agencies, community groups and the public;

Prepares Public Health Alerts and press releases for physicians, nurse practitioners, community health centers, and local hospitals under the direction of the Commissioner of Health;

Provides timely and appropriate consultation and training for emerging infectious diseases staff;

Directs active and enhanced surveillance activities which include organizing, overseeing and coordinating staff to perform epidemiologic surveillance and investigations;

Investigates and oversees investigations of suspect cases of communicable diseases;

Performs school district surveillance and syndromic surveillance and analysis for indicators of bioterrorism incidents and early detection of community trends and outbreaks;

Prepares and analyzes epidemiological and statistical reports, morbidity reports, Community Health Assessments (CHA) and assists with the preparation and analysis of grants and fiscal reports;

Develops and coordinates grant applications and provides analysis and review of grant proposal data sections and data section write-ups;

Serves as liaison with NYSDOH for disease control issues and participates in weekly communicable disease conference calls;

Uses computer applications and other automated systems in performing work assignments;

May oversee the work of Public Health Interns.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of public health principles, practices and administration; thorough knowledge of epidemiology; thorough knowledge of public health principles of planning, organizing and implementing disease control programs; knowledge of public health methods of disease detection, prevention and control; computer skill in the use of standard business applications and databases including spreadsheets, word processing, e-mail, and calendar; ability to design and implement studies for public health issues; ability to gather information, evaluate data and make appropriate inferences; ability to establish and maintain effective working relationships; ability to understand and interpret complex written regulations; ability to communicate effectively both orally and in writing; ability to prepare written reports; ability to plan and oversee the work of others; tact; initiative; resourcefulness; sound professional judgment; physical condition commensurate with the demands of the position.

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MINIMUM QUALIFICATIONS: Either

- A. Graduation from a regionally accredited college or university or one accredited by New York State Board of Regents to grant degrees with a Master's Degree Epidemiology or in Public Health with a concentration in epidemiology; **OR**
- B. Graduation from a regionally accredited college or university or one accredited by New York State Board of Regents to grant degrees with a Bachelor's Degree or higher and two years of experience conducting data collection, analysis and reporting in support of surveillance and epidemiologic investigations; **OR**
- C. Graduation from a regionally accredited college or university or one accredited by New York State Board of Regents to grant degrees with a Bachelor's Degree or higher and one year of experience conducting data collection, analysis and reporting in support of surveillance and epidemiologic investigations and successful completion of a Principles of Epidemiology course for health professionals given by the Centers for Disease Control, U.S. Public Health Service.

Special Requirement: Possess and maintain a valid driver's license.