



POSITION OPEN

PUBLIC HEALTH REPRESENTATIVE Health Department

0709

PURPOSE OF CLASSIFICATION: The purpose of this classification is for a disease intervention specialist to supervise the investigation of reported cases of communicable diseases. Duties include, but are not limited to: advising exposed persons to obtain medical treatment and to prevent further spread of disease; locating and interviewing exposed persons; conducting follow-up interviews with patients and suspected carriers of disease; writing reports of activities; and performing additional tasks as assigned by the Assistant Program Manager.

ESSENTIAL FUNCTIONS: The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned. Interviews and re-interviews patients having, or who are suspected of having a sexually transmitted disease and/or tuberculosis, for the purpose of locating and referring sexual partners, TB contacts, and other contacts for examinations and treatment. Conducts field follow-ups on patients, contacts of infected patients, and others who may have been exposed, or whose laboratory test suggest a sexually transmitted disease (STD) or tuberculosis infection, or both; once located, contacts are referred to an appropriate facility for examination, testing, and treatment. Consults with private physicians, laboratories, and community health facilities to stimulate reporting of positive cases and to provide information on treatment and diagnostic determination; secures permission to treat patients of private physicians, and provide current information on diagnosis and treatment. Assists in obtaining and processing both serologic and bacteriologic laboratory specimens for testing, and to assist with the monitoring of quality control systems related to the processing of laboratory specimens. Maintains accurate and detailed records and reports for program evaluation purposes; includes documenting all communication and correspondence with patients, contacts of infected patients, private physicians, and other health care providers, including public health departments in other geographical areas. Performs venipuncture and TB skin tests on patients in the clinic and in the field as required. Delivers TB medicine to patients in the field and collects and mails sputum specimens as required. Performs a variety of educational activities involved in the STD/HIV/TB control program interfacing with schools, colleges, youth, and adult programs. Prepares and views gram stains as necessary; delivers blood samples to the state lab as required. Upholds standards of confidentiality on all patients/contacts related to testing, results, interviewing, exposure, and treatment as required by law and local Health Department regulations.

ADDITIONAL JOB FUNCTIONS: Responds to and reports immediately if called upon by local, regional or central office supervisors, as part of a coordinated emergency response by the Department of Health. Performs other related duties as required.

MINIMUM TRAINING AND QUALIFICATIONS: Bachelor's Degree in Health Sciences, Public Health, or related field; or related; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this position. Must maintain professional certifications as required.

PHYSICAL REQUIREMENTS: Must be physically able to operate a variety of office machines and medical testing equipment. Must be able to use body members to work, move or carry objects or materials. Must be able to exert up to twenty pounds of force occasionally, and/or up to ten pounds of force frequently. Physical demand requirements are at levels of those for mildly active work. Must be able to lift and/or carry weight of twenty to forty pounds.

SALARY: \$31,237.63 annually

DEADLINE: Applications must be received in the office by September 16, 2008 (4:30 p.m.)

If you need reasonable accommodations to complete an application or for an interview, please contact the Department of Human Resources. Some accommodations take several days to arrange. Please notify us early to make the arrangements.

Non-discrimination: Knox County prohibits discrimination in employment on the bases of race, color, sex, age, religion, national origin, and disability status.

APPLY TO:

Knox County Human Resources, Room 360, City/County Building, 400 Main Street, Knoxville, TN 37902. Knox County is an Equal Opportunity Employer.