

Code: 4522

Title: COMMUNICABLE DISEASE INVESTIGATOR III

SUMMARY: Participates in communicable disease investigations and special epidemiologic programs. It is distinguished from Communicable Disease Investigator (CDI) II and IV which provide direct nursing services to patients under the direction of health care professionals. It is distinguished from CDI I which conducts less complex disease investigations.

DUTIES/RESPONSIBILITIES: (Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor.)

Interviews patients and secures information on the source and spread of communicable disease;
Arranges for the examination and treatment of exposed contacts;
Conducts the more difficult interviews and investigates and resolves epidemiologic tracing problems;
Monitors follow-up therapy on problem cases;
Handles unusual problems and assignments in the investigative field;
Conducts the diagnostic assessment and epidemiologic management of highly prioritized surveillance programs;
Establishes and maintains records and data collection systems, and maintains required security and confidentiality of information encountered;
Participates in developing and implementing specific data collection and management techniques for epidemiologic programs;
Prepares and submits manual and computer-based reports;
Maintains effective working relationships with other health departments, community agencies and the general public and acts as a resource person for department personnel;
Notifies physicians of current trends in national and local disease control programs;
Assigns case work to investigative personnel;
Maintains appropriate confidentiality and security of information created or encountered in the course of assigned duties;
Provides information and education services to the public;
Promotes uniform investigative methods and reporting procedures with physicians, laboratories and community health facilities;
May supervise, train and evaluate assigned staff.

KNOWLEDGE & SKILLS:

Knowledge of:

- public health practices and procedures;
- cause, spread and control of communicable diseases;
- investigative and interviewing techniques and procedures;
- Arizona State rules and regulations pertaining to communicable diseases;
- principles and practices of effective staff supervision and training.

Skill in:

- performing communicable disease investigations;
- applying effective interviewing techniques;
- communicating effectively;
- establishing and maintaining effective working relationships with others, and maintaining required confidentiality and security of information encountered;
- using a dark-field microscope and performing gramstain and venipuncture techniques;
- developing and implementing specific data collection and management techniques for epidemiologic programs;
- prioritizing, assigning and evaluating the work of others.

MINIMUM QUALIFICATIONS:

EITHER:

(1) A Bachelor's degree from an accredited college or university with a major in public health, health education, biology, microbiology, nursing, or a closely related field as defined by the appointing authority at time of recruitment, and one year of experience involving communicable disease interviewing or investigations.

OR:

(2) Five years of paid/unpaid experience providing public health services and/or communicable disease education and intervention.

OR:

(3) Two years of experience with Pima County as either a Communicable Disease Investigator I or Communicable Disease Investigator II (or any combination thereof).

OTHER REQUIREMENTS:

Licenses and Certificates: Some positions require a valid Arizona Class D driver license at the time of application. Failure to obtain/maintain the required licensure shall be grounds for termination.

Special Notice Items: Department of Labor Regulation CFR Part 1910.1030 requires notification that this classification may have a high risk of exposure to blood borne pathogens and other communicable diseases. In accordance with OSHA and Pima County guidelines, tuberculin (TB) screening, Hepatitis B vaccinations and safety training and equipment will be provided. Some positions may require fluency in English and a second language, as determined by the appointing authority.

Physical/Sensory Requirements: Physical and sensory abilities will be determined by position.

This classification specification is intended to indicate the basic nature of positions allocated to the classification and examples of typical duties that may be assigned. It does not imply that all positions within the classification perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Pima County

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