

Code: 4525

Title: COMMUNICABLE DISEASE INVESTIGATOR (CDI) - IV

SUMMARY: Directs and participates in the investigation of complex communicable disease sources, provides health education to the public for reducing risks of acquiring communicable diseases and provides direct nursing services to patients primarily in an outreach setting under standing orders provided by health care professionals. It is distinguished from CDI I and III which do not provide direct nursing services, and from CDI II which conducts less complex communicable disease investigations or which functions primarily in a clinic based setting.

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

Investigates possible disease sources by interviewing patients and contacts and reviewing associated information in order to locate the source, carriers and all spread cases related to the disease incident;
Refers affected patients for further examination if needed, psychosocial support and appropriate treatment;

Conducts the more difficult/complex interviews and investigates and resolves epidemiological tracing problems;

Performs selective blood, oral and/or urine testing for communicable diseases and Sexually Transmitted Diseases (STD) in the outreach setting per Standing Orders;

Assists clinicians in performing clinical examinations;

Monitors follow-up therapy on problem cases;

Conducts the diagnostic assessment and epidemiological management of highly prioritized surveillance programs;

Participates in the development and implementation of specific data collection and management techniques for epidemiological programs;

Notifies physicians of current trends in national and local disease control programs;

Provides for emotional and physical comfort of patients and provides basic health information;

Counsels patients on results of STD testing and methods to prevent STDs in the future.

Provides treatment to selected STDs in the outreach setting, per Standing Orders;

Counsels patients on results of communicable disease and STD testing and assists those testing positive to understand the basics of their disease and how to prevent its transmission;

Provides Human Immunodeficiency Virus (HIV) counseling and testing services as assigned;

Provides selected immunizations and tuberculin skin testing in outreach settings per Standing Orders;

Evaluates client medical complaints and psycho-social needs and assists them in obtaining medical services and makes referrals to community agencies;

Maintains effective working relationships with other health departments, community agencies and the general public and acts as a resource person for department personnel;

Stocks, sets up and breaks down an outreach kit for screening, preventive and treatment services;

Stocks and maintains Emergency Kit;

Inventories and maintains stock of lab, vaccine and medical supplies and is responsible for ensuring that order is placed when supplies are low;

Maintains confidentiality and security of information created or encountered in the course of assigned duties;

Provides information and education to the public, including talks and presentations relative to communicable disease and STD issues and topics;

Promotes uniform investigative methods and reporting procedures with physicians, laboratories and community health facilities;

Prepares and submits manual and computer-based reports;

Creates and maintains clinical, medical, treatment, medication and program-related records in manual and automated systems;
May have custodial responsibility for outreach medical records;
May operate an autoclave and monitor/record the temperatures of refrigerators and incubators;
May draw blood and perform basic laboratory tests if so certified;
May supervise, train and evaluate assigned staff.

KNOWLEDGE & SKILLS:

Knowledge of:

- public health practices and procedures;
- cause, spread and control of communicable diseases;
- principles, practices and techniques of providing nursing services;
- infection control and aseptic techniques;
- investigative and interviewing techniques and procedures;
- community resources for public health education and treatment, to include preventive, restorative and behavioral health care services;
- state/federal rules and regulations pertaining to communicable diseases;
- principles and techniques of effective staff supervision and training.

Skill in:

- performing and documenting communicable disease investigations;
- performing practical nursing duties, to include venipuncture and biological sampling;
- applying effective interviewing techniques;
- use and maintenance of supplies/equipment utilized in nursing services;
- documenting, researching, analyzing and reporting activities, manually and using computer-based systems;
- communicating effectively, orally and in writing;
- establishing and maintaining effective working relationships with others and maintaining confidentiality and security of information encountered;
- prioritizing, assigning and evaluating the work of others;
- developing and implementing specific data collection and management techniques for epidemiological programs;
- counseling clients and patients.

MINIMUM QUALIFICATIONS:

EITHER:

(1) A Bachelor's degree from an accredited college or university with a major in public health, biology, nursing or a closely related field as defined by the appointing authority at the time of recruitment and a current Arizona State License as a Licensed Practical Nurse (LPN) plus two years of experience in communicable disease interviewing or investigations.

OR:

(2) Three years of paid/unpaid experience providing public health services and/or communicable disease education and intervention and a current Arizona State License as a Licensed Practical Nurse (LPN).

OR:

(3) Two years of experience with Pima County as a Communicable Disease Investigator (CDI), CDI I, CDI II or CDI III (or combination of experience in these classifications) and a current Arizona State License as a Licensed Practical Nurse (LPN).

OTHER REQUIREMENTS:

Licenses and Certificates: All positions require a current Arizona State License as a Licensed Practical Nurse (LPN) or Registered Nurse (RN) at the time of appointment. Maintenance of the LPN or RN license is a condition of employment, and failure to maintain the license shall be grounds for termination. Some positions require a valid Arizona Class D driver license at time of application. Failure to obtain/maintain the required certification/licensures 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 bilingual abilities 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

11/18/03(fn)
Updated 1/31/14(lsg)