



# JOB DESCRIPTION

<b>Title</b>	<b>Disease Intervention Specialist</b>	<b>Created</b>	March 2022
<b>Department</b>	Public Health	<b>Revised</b>	
<b>Job Class</b>	13 A 3	<b>Safety Sensitive</b>	Yes
<b>Labor Union</b>	AFSCME Local 2746 Courthouse/Roads	<b>FLSA</b>	Non-exempt

## **Purpose**

Under the direction of the clinic manager and in compliance with the local public health agency (LPHA) assists in the investigations of reported, suspected, and potential cases of sexually transmitted infections (STIs, TB, Hep A, B, C, influenza, etc.), and follows up with diagnosed individuals and partner contact investigations. Provides informational materials on resources, such as counseling, testing, and referrals (CTR) to identified populations. Reviews case information, and documents investigations in required databases. In conjunction with clinical staff, provides health education to the public about infectious disease signs, symptoms, and prevention.

## **Essential Functions**

- Assist with epidemiological investigations of communicable diseases. Receive, screen, and review reports of notifiable infectious diseases and assist staff with investigative work as needed.
- Locate and interview (by phone, or in-person office and/or field visit) individuals infected with, or potentially exposed to, notifiable communicable diseases, including STIs, and provide referral resources for examination and treatment by a health care provider.
- Assist clinical staff in locating exposed partners and coordinating their treatment, as well as the development of agreements with those identified clients, so unaware partners receive confidential and prompt diagnosis and treatment.
- Conduct follow-up interviews to ensure examination and treatment compliance for infected, exposed, and at-risk individuals. Provide additional referral information as necessary; track and document the outcome of referrals in OHA-approved data system.
- Collaborate with internal, other local health jurisdictions, medical providers, and state STI staff to coordinate case investigations and implementation of appropriate control measures.
- Design and participate in outreach activities, provide educational resources on communicable diseases for the public, schools, community groups, and other organizations through health fairs, school and community events, or other identified events as needed.
- Collaborate with both healthcare and community partners to improve targeted communicable disease testing and increased availability, accessibility, and utilization of pre-exposure prophylaxis (PrEP), including increased education and



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consultation services to high-risk individuals

- Assist clinical and health promotion staff with development of policies and procedures associated with public health statutes and rules/regulations on reporting STI infections.
- Monitor changes to recommended treatments for a variety of STIs. Research local, state, national, and international disease trends and outbreaks.
- In accordance with the LPHA, establish, maintain, and update records and case reports in required databases for the purpose of tracking and reporting cases of communicable diseases to appropriate local and state health departments.
- Participate in local, regional, or state public health meetings, training, and forums, as well as other local partners' events as required.
- Maintain confidentiality of medical information, records, and data pursuant to county policies and procedures as well as Oregon and Federal HIPAA regulations.
- Establish and maintain effective working relationships with staff, clients, and the public.
- Communicate effectively, both orally and in writing.
- Work autonomously with minimal supervision and make independent decisions in accordance with established policies and procedures.
- Apply concepts of cultural sensitivity. Successfully relate to a wide variety of ages, socioeconomic backgrounds, and needs.
- Consistently demonstrate strong organizational skills and the ability to meet required timelines.
- Comply with all policies and procedures and follow all safety rules established for work areas.

## ***Mandatory Qualifications***

A Bachelor's degree in a health-related field such as biology, microbiology, chemistry, counseling, psychology, behavioral science, public health, social science plus a minimum of one-year experience working in STI program or other closely related program. Requires excellent verbal and written communication skills in addition to basic understanding of the principles and practices of health promotion, education, and disease prevention.

Must possess and maintain driving privileges in the state of Oregon for travel to outreach, client sites, and occasional state-wide meetings and forums.

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## ***Desired Qualifications***

Spanish language skills.

## ***Physical Demands***

Minimal physical demands involve moving boxes, books, and files weighing up to 25 pounds

## ***Working Conditions***

Typical working office and clinical environment. Work may be performed in the clinic, at outreach sites, in clients' homes/living locations, community facilities, or other locations as needed. May involve routine contact with individuals who have communicable diseases. Possible frequent exposure to hostile and/or disturbed clients. Travel may include local or statewide meetings, training opportunities, and other forums.

## ***Supervisory Responsibility***

Supervision is not typically a responsibility of this position.

THE ABOVE DESCRIPTION COVERS THE MOST SIGNIFICANT DUTIES PERFORMED BUT DOES NOT INCLUDE OTHER OCCASIONAL WORK, THE INCLUSION OF WHICH WOULD BE IN CONFORMITY WITH THE FACTOR DEGREES ASSIGNED TO THIS JOB.