

**CLASS TITLE: CHIEF HEALTH PROGRAM EVALUATOR**

**Class Code: 02718600**

**Pay Grade: 37A**

**EO: A**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To plan, organize, direct and review the activities of a staff engaged in collecting, assembling, analyzing, processing and interpreting health data and related information, including information on health status, health services, health facilities, health personnel, health expenditures and health care outcome; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the administrative direction of a superior with considerable latitude for the exercise of initiative and independent judgment; work is subject to review through conferences and written reports for satisfactory performance and conformance to pertinent standards and guidelines.

**SUPERVISION EXERCISED:** Plans, supervises and evaluates the activities of a professional and technical staff engaged in assembling and analyzing health data and information.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To plan, organize, direct and review the activities of a staff engaged in collecting, assembling, analyzing, processing and interpreting health data and related information, including information on health status, health services, health facilities, health personnel, health expenditures and health care outcome.

To produce and publish interpreted statistical analyses of data acquired from a variety of inter and intra agency sources.

To maintain cooperative arrangements with other agencies in the public and private sector engaged in biostatistical activities.

To advise appropriate parties on the scope, methods, purposes and organization of data collection methods.

To review health status and health care data with the intent of anticipating needs and estimating program outcome.

To procure an adequate capability in the area of electronic data processing.

To provide special studies over and above routine data collection.

To propose and conduct appropriate research activities.

To do related work as required.

**REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A thorough knowledge of biostatistical and epidemiological methods and their application to public health planning activity; a thorough knowledge of the techniques necessary preparing and publishing statistical data; a working knowledge of electronic data processing; the ability to analyze health related data and evaluate the effectiveness of existing or proposed health programs; the ability to establish and maintain effective working relationships with various agencies engaged in biostatistical activities and research; and related capacities and abilities.

**EDUCATION AND EXPERIENCE:**

**Education:** Such as may have been gained through: possession of a PH.D or Doctor of Public Health Degree from an accredited institution of higher learning with specialization in bio-statistics, epidemiology, or Population Based research; and

**Experience:** Such as may have been gained through: employment in a responsible administrative capacity involving the collection and analysis of health related data.

**Or,** any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: May 4, 1980

Editorial Review: 3/15/03