

CLASS TITLE: DISEASE CONTROL REPRESENTATIVE

Class Code: 02255200
Pay Grade: 20A
EO Code: E

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To perform field investigations and/or inspections for the purpose of detection, prevention and control of infectious and non-infectious diseases including sexually transmitted diseases, lead poisoning and other disease entities of concern to the division; to inspect environments for the presence of conditions which may put the inhabitants at risk for the investigated diseases and to explain the necessity for follow-up and treatment to affected individuals; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior with wide latitude for the exercise of independent judgement; work is reviewed upon completion for results obtained and for conformance to instructions and policies.

SUPERVISION EXERCISED: Usually none.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To conduct field investigations of a specialized, confidential nature for the purpose of screening for and detecting sexually transmitted diseases, lead poisoning and other disease entities of concern to the division.

To investigate known and reported cases of sexually transmitted diseases, lead poisoning and other disease entities of concern to the division to ensure that such cases are examined and receive proper treatment.

To conduct public health educational and informational programs related to sexually transmitted diseases, lead poisoning and other disease entities of concern to the division.

To inspect environments for the presence of conditions which may put inhabitants at risk for the investigated diseases.

To maintain records and prepare reports and provide data as required by the program and related agencies.

To conduct interviews and re-interviews on persons having or suspected of having investigated diseases.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A working knowledge of the principles, methods and techniques applied to the making of investigations involving interviewing and preparing written reports; a familiarity with the methods and procedures involved in making social hygiene investigations for the prevention and control of noninfectious and infectious diseases; the ability to perform epidemiological investigations, to conduct community education and to prepare reports accordingly; the capacity to secure the confidence and cooperation of affected persons, their families and health care providers in the community and to ensure the proper follow-up, treatment and control of the above diseases; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing;
and

Experience: Such as may have been gained through: employment in investigatory work and/or health sciences which involved interviewing persons and making of reports related to infectious and/or noninfectious diseases.

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

Class Revised: March 4, 1984

Editorial Review: 3/15/03