

CLASS TITLE: PRINCIPAL PUBLIC HEALTH EPIDEMIOLOGIST

Class Code: 02718501

Pay Grade: 35A

EO: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To perform the most advanced and complex professional analytical work in surveillance, detection, and prevention of public health problems, such as diseases and injuries; to oversee and conduct the most advanced and complex professional epidemiologic work by managing methods of collecting, analyzing, and disseminating data related to leading causes of morbidity, mortality and health services data; to oversee and/or perform advanced or specialized professional work which includes expert knowledge and management in a specific field such as chronic disease, infectious disease, maternal and child health, environmental health, injury clusters, trend analysis, geographic distribution of disease, or other specific epidemiology program area; to use data to identify distribution, risk factors, environmental determinants and disparities in order to develop effective health promotion and disease prevention/control strategies; to design and/or implement health promotion and disease prevention/control interventions; to evaluate health promotion and disease prevention/programs; and to do related work as required.

SUPERVISION RECEIVED: Works under the limited direction of a superior with considerable latitude for the exercise of independent judgment in applying appropriate methods and techniques.

SUPERVISION EXERCISED: As assigned, may plan, organize, direct, coordinate, and evaluate work of other staff.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To perform the most advanced and complex professional analytical work in surveillance, detection, and prevention of public health problems, such as diseases and injuries.

To oversee and conduct the most advanced and complex professional epidemiologic work by managing methods of collecting, analyzing, and disseminating data related to leading causes of morbidity, mortality and health services data.

To oversee and/or perform advanced or specialized professional work which includes expert knowledge and management in a specific field such as chronic disease, infectious disease, maternal and child health, environmental health, injury clusters, trend analysis, geographic distribution of disease, or other specific epidemiology program area;

To use data to identify distribution, risk factors, environmental determinants and disparities in order to develop effective health promotion and disease prevention/control strategies.

To design and/or implement health promotion and disease prevention/control interventions.

To evaluate health promotion and disease prevention/programs.

In an assigned specialty area, to perform the following additional tasks:

Administrative and Management:

To provide scientific, administrative, program direction and leadership for assigned program sections within the epidemiology unit.

To plan, assign, schedule, prioritize, direct and coordinate the work of assigned epidemiologists, research analysts, and other staff.

To participate in the selection, scheduling and assignment of epidemiology and other professional and administrative staff.

As requested, to provide guidance, advice and direction to employees and instruct them on both work and administrative matters; to identify developmental needs and arrange for necessary training.

As assigned, may provide management oversight for epidemiologists and other staff within the epidemiology unit, ensuring the accuracy and quality of work and overall work performance.

To participate in financial and operational planning and management.

To demonstrate leadership and systems thinking.

To participate in policy development.

To do related work as required.

Epidemiologic Studies and Urgent Outbreak Investigations:

To plan, direct, oversee, and manage epidemiologic studies and urgent outbreak investigations.

To oversee the design and use of databases for analysis of health problems.

To oversee the design and management of surveillance systems for diseases of public health importance.

To oversee the design of instruments for the collection of surveillance information and data.

To lead the development of and conduct epidemiologic studies for program planning and incident command systems.

To conduct and develop methods for advanced descriptive and comprehensive analyses of surveillance data for multiple purposes.

To communicate disease control guidance in emergent situations.

To do related work as required.

Dissemination of Program Data, Information, and Findings:

To conduct and oversee literature reviews for the design of programs, preparation of publications, and planning and evaluation.

To design, prepare, and review reports from analyses of surveillance data, literature reviews, and other information.

To make oral and visual presentations on results of data analyses and other information to diverse audiences.

To review and prepare responses to requests for information.

To develop and provide recommendations to senior officials based on the results of surveillance, field investigations, and laboratory tests and on available and acceptable methods of prevention and control in the community.

To do related work as required.

Program Evaluation and Development Support:

To direct state program planning efforts with respect to surveillance and other epidemiologic data and evaluation.

To develop, implement, and monitor organizational performance measures that demonstrate program effectiveness.

To review and conduct literature reviews and data analyses to evaluate program progress and effectiveness.

To participate in writing grants and other funding proposals with respect to surveillance, epidemiology, and program evaluation.

To develop requests for proposals and contracts for data analysis and evaluation projects as well as direct and review contract work.

To develop and evaluate training for health care providers and other community partners to use public health data for decision making.

To work as a liaison with external partners and community entities to provide technical assistance with respect to surveillance, epidemiologic data and evaluation, and disease control guidance.

To do related work as required.

KNOWLEDGE, SKILLS AND CAPACITIES: Advanced knowledge of the principles, practices and techniques of epidemiology and disease control, descriptive and analytical epidemiologic techniques, research and evaluation methodologies sufficient to conduct special studies and to assess the validity and reliability of statewide and community health data, and biostatistical techniques sufficient to describe and analyze health related data as collected in the state as described in national standards such as the Council for State and Territorial Epidemiologists' Applied Epidemiology Competencies; the ability to advise staff and other individuals or agencies on correct application of epidemiologic principles in the conduct of program planning and evaluation; the ability to establish and maintain effective working relationships with department officials, professionals,

voluntary health and welfare agencies, community representatives, other state and local agencies and the public; strong interpersonal and cultural competency as well as strong verbal and written communication skills; the ability to develop and effectively deliver presentations, and represent the department at state, local, and national meetings; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Possession of a Master of Public Health, a Master of Science in Epidemiology, or a master's degree in a related health field with specialization in the area of epidemiology, and/or Doctoral-level degree in epidemiology and/or other non-epidemiology professional degree (e.g., RN, MD/DO, DDS/DMD, DVM, PhD, REHS/RS) with specific epidemiology training (including but not limited to CDC Epidemic Intelligence Service program); and

Experience: A minimum of five (5) years of employment in a position in a public or private agency engaged in the practice of public health epidemiology, or five (5) years relevant research in epidemiology.

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

Class Created: January 5, 2020