Class Code: 15451
Date Est: 2/95
Last Rev: 7/2005
Last Title Chg: 7/2005
FLSA: Exempt

CLASSIFICATION

SENIOR EPIDEMIOLOGIST

DEFINITION

Under direction, plans, develops, conducts and evaluates epidemiological research, investigations, and disease surveillance systems; collaborates on development of public health intervention and prevention programs; provides consultation to departmental and community health professionals; and performs related work as required.

EXPERIENCE AND TRAINING REQUIREMENTS

A master’s degree from an accredited college or university in medicine, epidemiology, biostatistics, public health or a closely related field, plus three years of full-time experience conducting epidemiological research, epidemiological investigations or biostatistical research, including study coordination or disease surveillance system coordination; OR an equivalent combination of training and experience.

LICENSE OR CERTIFICATE

A valid driver's license is required at the time of appointment.

DISTINGUISHING CHARACTERISTICS

Senior Epidemiologist is distinguished from Epidemiologist by responsibility for design and oversight of complex epidemiological research and investigations; presenting work to other health professionals and publishing results and reports. Responsibilities may include assigning work to Epidemiologists and other professional staff.

SUPERVISION EXERCISED

Exercises no supervision; may provide lead direction or serve as project leader.

EXAMPLES OF DUTIES (The following is used as a partial description and is not restrictive as to duties required.)

Design procedures, protocols, data collection instruments and computerized data management tools for use in conducting epidemiological or chronic disease research and surveillance studies; develop methodologies and techniques to accomplish research and surveillance objectives.

Provide assistance, advice and direction for Department investigators and other health professionals in statistical techniques, observational research, and other areas of disease control investigation and interventions to ensure that protocols and results are valid and reliable.

Design, implement, direct and evaluate original epidemiological or chronic disease studies to discover area trends and establish the need for intervention/control by the District Health Department, or other entity; develop recommendations for control, intervention and/or prevention efforts.

Monitor and regulate the review process for case reports, health statistics, demographics and laboratory test results to facilitate the identification of possible epidemiological causes, trends, sources and possible remedial actions.

Analyze epidemiological data, interpreting the results in order to identify key health issues; develop effective control, intervention, and prevention strategies in conjunction with program, division, and department management.
Prepare reports, manuscripts, statistics, data, correspondence and other written material for scientific publications, departmental and other health professionals, government officials, and the general public including literature reviews.

Make presentations to the medical community, public health staff, and the general public about epidemiological data/information to educate and promote disease control efforts.

Perform duties as assigned in the event of a public health emergency.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Full Performance** *(These may be acquired on the job and are needed to perform the work assigned.)*

**Knowledge of:**
Departmental/divisional practices, policies, and procedures.
The scope of health services provided by the community, county, and department.
Etiology and control/prevention techniques for diseases and conditions endemic to the Washoe County Health District.
Acute and chronic disease injury surveillance, transmission, risk factors, prevention, treatment and control measures.
State and local communicable disease reporting laws and forms.
Management information systems and software programs used in the area of assignment.

**Ability to:**
Provide lead direction and work coordination for other staff.
Monitor the progress of several ongoing projects, planning, assigning, and evaluating the work of team members.

**Entry Level** *(Applicants will be screened for possession of these through written, oral, performance or other evaluation methods.)*

**Knowledge of:**
Communicable and other public health disease surveillance, transmission, prevention, treatment, and control methods.
Biostatistical and applied research methods.
Computer-based statistical and data management software.
Prevailing principles and practices of epidemiology, preventive medicine, and public health.
Federal communicable disease reporting laws and forms.

**Ability to:**
Design, implement, direct, and evaluate complex assignments with minimal supervision.
Interpret and analyze the significance of medical, health, and other data obtained from a variety of sources.
Exercise sound judgment and make appropriate recommendations, based upon research findings.
Communicate orally, utilizing language and terminology appropriate to the target audience, in a clear and concise manner.
Write reports, manuscripts, statistics, data, correspondence and other material utilizing language and terminology appropriate for the target audience.
Work effectively as part of a multi-disciplinary team.

Make effective presentations to governing boards, the medical community, public health staff, and the general public.

Establish and maintain effective working relationships with those contacted in the course of work.

Operate personal computers and commercially available word processing and statistical software packages.

**SPECIAL REQUIREMENTS**

*Essential duties require the following physical skills and work environment.*

Ability to work in a standard office environment. Ability to lift and move objects weighing up to 25 lbs. Ability to use standard office equipment including computers, copiers, telephones, and fax. Ability to work with infected individuals and tolerate exposure to communicable diseases.

*This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards.*

Approved [Signature] WERCCS Job Evaluation Committee [Date] July 2005