

Communicable Disease Investigator

23050

(Competitive)

DISTINGUISHING FEATURES OF THE CLASS

The work involves responsibility for investigating situations concerning individuals who have been in contact with communicable diseases, including sexually transmitted diseases and tuberculosis, which could result in possible sources of infection. The work includes locating non-conforming patients of communicable diseases and persons with whom they have had contact. Investigation procedures involve contacting various information sources such as welfare agencies, neighbors, hospitals, work locations, restaurants and bars. The investigator is primarily concerned with locating persons who should be examined for acute infection of communicable diseases. The investigator may be given occasional assignments related to administrative duties within the communicable disease division of the Health Department. General supervision is received from an administrative superior with leeway allowed for the exercise of independent judgment and initiative in carrying out the mandate of the New York State Department of Health Sexually Transmitted Disease Control Program, TB Control Program or other Communicable Disease Programs regarding persons with or exposed to sexually transmitted diseases, including HIV/AIDS, Tuberculosis or other Sensitive Communicable Diseases and educating and counseling these persons. Supervision may be exercised over subordinate clerical employees. Certain assignments made to employees in this class will require reasonable access to transportation to meet field work requirements made in the ordinary course of business in a timely and efficient manner. Does related work as required.

TYPICAL WORK ACTIVITIES

Interview patients to elicit information regarding their contacts to infectious diseases and to determine possible drug use and personal and health history related to transmitted diseases, including HIV/AIDS.

Educates and counsels patients regarding transmitted diseases and risk reduction.

Locates persons who have been reported to have active sexually transmitted diseases, TB, or other communicable diseases or who have been in contact with infected individuals; directs these individuals to submit necessary laboratory specimens and such other necessary control measures.

Induces persons who have been in contact with STDs, TB or other Communicable Diseases to have medical examinations and laboratory testing.

Maintains a follow-up program on all active and inactive cases of STDs, TB or other Communicable Diseases.

Provides information and education on sexually transmitted diseases, including HIV/AIDS, TB or other Communicable Diseases to phone inquiries.

Conducts interviews with persons who are human immunodeficiency virus (HIV) positive and assists them in informing their sexual and/or drug sharing partners of their positive status in association with the Health Department's Partner Notification Assistance Program (PNAP).

Provides pre-test and post-test individual counseling and risk reduction in association with the HIV testing programs in the Health Department's sexually transmitted disease clinic.

Acts as liaison with the Health Department concerning STD, TB or other Communicable Disease patients who have need of other health services.

Acts as liaison with hospitals, physicians and other health providers concerning patients who have STD, TB or other communicable diseases and educates and updates health providers regarding transmitted diseases; sends appropriate guidelines to same.

Conducts investigations to discover unreported cases of STD, TB or other communicable diseases.

Collects blood by venipuncture from patients in a clinic setting or in a home visit situation; (on-the-job training will be provided by the Health Department to assure safety and proficiency in blood collection techniques).

Provides tuberculin skin testing and directly observed therapy and specimen collection where necessary.

Performs a variety of duties relating to the preparation of reports, entering personal data on patient registers and preparing correspondence to send to patients who are in need of medical examination and treatment.

Maintains records on all delinquent and/or non-conforming patients.

Prepares individual narrative reports concerning work procedures and certain patients.

Reads current materials and keeps abreast of any changes on sexually transmitted diseases, tuberculosis, other communicable diseases and infection control which is necessary to provide an effective communicable disease control program.

Participates in public health preparedness activities as trained and assigned.

Utilizes appropriate methods for interacting effectively and professionally with persons of all ages and from diverse cultural, socioeconomic, educational, racial and ethnic backgrounds, sexual orientations, lifestyles and physical abilities.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Good knowledge of transmitted diseases, including HIV/AIDS, TB and STDs.

Good knowledge of Bureau of Disease Control program policies and procedures.

Good knowledge of investigative techniques and procedures used in public health fieldwork.

Good knowledge of the general health laws covering communicable diseases.

Good knowledge of medical terminology related to the identification, treatment and prevention of communicable diseases, including sexually transmitted diseases and TB.

Good knowledge of interviewing techniques.

Working knowledge of the incidents of occurrence and social effects of any communicable diseases.

Ability to establish and maintain friendly and cooperative relationships with others.

Ability to understand and interpret written material and to prepare reports.

Ability to communicate clearly and concisely both orally and in writing.

Initiative, resourcefulness, maturity, tact and good judgment.

Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS

A. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's degree in a health or human services field; or,

B. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's degree in a health or human services field and two (2) years of paraprofessional or professional health or human services related work experience; or

C. Four (4) years of paraprofessional or professional level health or human services related work experience.

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