Class Title:	Epidemiologist I, II	**Class Code:**	I: 6634; II: 6635
Department:	Health	**Grade:**	I: 22; II: 23
FLSA:	Non-Exempt	**Eff Date:**	03/11/03
		Revised:	07/02/21

GENERAL PURPOSE

Under the general guidance and direction of the Division Director, Communicable Disease and Epidemiology, performs administrative and technical duties in developing and implementing the Epidemiology Program for the Davis County Health Department.

EXAMPLE OF DUTIES

Recommends and prepares appropriate response to television, radio, and newspaper inquiries on epidemiological studies and disease outbreaks and control. Communicates and reviews appropriate response with Risk Communicator/Public Information Officer (PIO). Prepares reports and publications.

Consults with outside agencies (i.e., USDA, Utah Department of Agriculture, Utah Department of Health, Utah Office of Education, Centers for Disease Control and Prevention [CDC], local school districts and city councils) on disease or situations with public health implications.

Participates in emergency preparedness efforts.

Coordinates and monitors epidemiological investigations. Conducts disease investigations and assists other program staff as needed/directed. Acts as a consultant on epidemiological issues for all programs within the Department; serves as a statistical and epidemiology resource person for the Department.

Performs follow-up on outbreaks involving commercial food products, county disease control activities and zoonosis control. Organizes and directs efforts to assess urgent outbreaks, complaints and/or allegations of illnesses, adverse health conditions, and chronic disease. Performs onsite review of facilities and procedures; interviews patients, health care providers and others involved; and collects data from local agencies or other health entities.

Designs and implements tools for collecting data related to recurring complaints of environmental and personal health hazards (e.g. defining the problem, developing a questionnaire, administering the analytical tools and the study research design). Analyzes and summarizes data obtained from epidemiological investigations and develop conclusions and recommendations for appropriate treatments and/or interventions as needed.

Determines prevalence and incidence of disease and/or adverse health conditions. Designs and implements a passive/active communicable disease surveillance system. Determines when and if appropriate to initiate surveillance of new disease syndrome.

Ensures all active and passive surveillance systems are maintained, complete, and accurate. Submits surveillance reports to the Utah Department of Health (UDOH) and CDC as required.   Conducts sexually

transmitted disease (STD) epidemiological studies and assists other researchers with STD data collection & analysis.

Consults with physicians, hospital personnel, UDOH and other local health departments on public health priorities. Provides education to healthcare workers, day care centers, hospitals, and nursing homes regarding environmental hazards, communicable, and chronic diseases. Serves as the Department's consultant to community agencies/programs.

Ensures STD program activities comply with County and State regulations, and administrative procedures. Evaluates STD program outcomes, review morbidity and mortality data, and plan projects to meet changing demands. Prepares grants, narratives, and publications to obtain funding. Develops educational materials and conducts presentations to various audiences.

Assists in the distribution of the epidemiological investigation workloads. Provides quality control of investigations by conducting audits of investigational tools and adhering to established protocols & evaluation guidelines. Assists with Quality Improvement projects and the development, tracking, and implementation of performance management goals.

Communicates epidemiological information obtained or developed by program staff to the UDOH as required by State statutes. Maintains files of information obtained or developed by staff to build a database on communicable disease control as a reference for future use.

Operates a motor vehicle in a safe manner and in compliance with all Utah laws and regulations.

Performs other duties as assigned.

MINIMUM QUALIFICATIONS

1.   **Education and Experience:**

Epidemiologist I: Graduation from an accredited college or university with a bachelor's degree in epidemiology, public or environmental Health, nursing, informatics, or a related degree, plus one (1) year of full-time public health experience epidemiology, disease surveillance, biostatistics, or a closely related field. A master's degree in a closely related field may be substituted for experience. ***Preference for*** a master's degree in public health or a related field.

Epidemiologist II: Graduation from an accredited college or university with a bachelor's degree in epidemiology, public or environmental health, nursing, informatics, or a related degree, plus three (3) years of full-time public health experience in epidemiology, disease surveillance, biostatistics, or a closely related field. An acceptable combination of education and experience may be considered. A master's degree in a closely related field may be substituted for two years of experience. ***Preference for*** a master's degree in public health or a related field.

2.   **Special Qualifications:**

Must pass a criminal history background investigation.

Furnish personal transportation for on-the-job travel; employees driving a personal or a County vehicle for job related travel must possess a valid driver license and must operate a motor vehicle in a safe manner; new employees with an out-of-state license must obtain a valid Utah Driver License within sixty (60) days of hire date (exceptions for military personnel and their dependents).

Employees driving a personal vehicle while on county business must maintain the minimum vehicle liability insurance as specified in the Utah Code.

3.   **Necessary Knowledge, Skills and Abilities:**

Knowledge of: epidemiological statistical analysis; statistical software to manage data; epidemiology surveillance and data collection methods including interview techniques, questionnaires and statistical tools; emergency epidemiological investigation techniques; medical science surveillance system; infectious disease and environmental epidemiology; governmental and community agencies.

Skill in using all applicable software applications (including Microsoft Office products). Incumbents in the Epidemiologist III classification must possess competence using statistical software programs such as SAS, STATA, SPSS, R, etc.

Ability to: provide concise and accurate information on communicable disease and epidemiological studies; read, interpret, analyze and organize statistical data; read, interpret and write reports; direct and guide others in epidemiological case studies and analysis; present information to large audiences; exercise sound judgment; determine appropriate course of action in diverse situations; communicate effectively (verbally and in writing); follow written and oral instructions; establish and maintain professional and effective working relationships with supervisors, other employees, other agencies, and the general public.

WORKING CONDITIONS

Exposure to contagious or infectious diseases, unknown, dangerous, and/or life-threatening conditions; may require use of protective devises. Occasional walk, stand, stoop, lift, carry, push, pull or otherwise move objects weighing up to 50 lbs. Maintain concentration for sustained periods of time.

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities and skills required of personnel so classified. ***All requirement are subject to possible modification to reasonably accommodate individuals with disabilities.***

Approval Information	
Date:	07/02/2021
Department Approval:	Sarah Willardson
HR Generalist Approval:	Hollie McKinney
Classification Approval:	Marina Brito