

PUBLIC HEALTH OFFICER

DEFINITION

Under administrative supervision and in accordance with legal authorities and responsibilities, to provide leadership and public health policy direction; to protect and improve community health; to respond to health issues; to monitor disease trends, food safety practices, and sanitation levels in the County; to oversee Public Health activities, including assessment, policy development and assurances; to serve as Registrar of Births/Deaths for Vital Records; to observe and enforce orders and ordinances of the Board of Supervisors related to public health and sanitary matters; to issue and/or enforce orders, quarantines, and other regulations and rules prescribed by the State Department of Public Health; may be assigned by the Health Services Director to serve as the Health Services Director in the Health Services Director's absence; and to do related work, as required.

DISTINGUISHING CHARACTERISTICS

This is a single-position management classification, which has responsibility for assisting with the management of the functions and operations of the Public Health Division of the Health Services Department. The incumbent also has responsibility to enforce rules, regulations, orders and ordinances related to public health. The Public Health Officer is appointed by the County Board of Supervisors, advises on health related aspects of policies for the County, and possesses the powers, duties, and responsibilities relating to the preservation and protection of public health. This is a discrete classification. The incumbent in this management position serves at the pleasure of his/her appointing authority.

REPORTS TO

Health Services Director.

CLASSIFICATIONS SUPERVISED

Health Programs Coordinator; Deputy Public Health Officer; and other staff, as assigned. Provides medical oversight to licensed public health staff.

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

Develops and maintains awareness of ordinances, laws, rules and regulations related to public health issues; assesses and reports on the health status of the community, using accepted epidemiological methods; acts as Medical Consultant to the Board of Supervisors and the Lake County Health Services Department, helping to set priorities and establish policies on health related matters; provides leadership in public health matters for the community, assessing health risks and communicating those risks responsibly and effectively to the community; ensures the effectiveness of mandated health protection functions of county government, including services related to communicable disease control, maternal and child health, emergency services and disaster preparedness, sudden infant death, family planning, environmental health, vital statistics registrar for births & deaths, public health nursing, nutrition and chronic diseases; ensures a working relationship with a public health laboratory for services; provides public health and medical expertise, a community perspective, leadership, and facilitation to public agencies and community-based organizations that impact public health and public policy; develops and maintains an effective working relationship with the Director of Health Services in support of service delivery; advises the Health Services Director on management and administrative issues, both directly and as a member of the department's management team; works in partnership with the Health Services Director regarding the development of the department's budget, particularly in relation to determining priorities and resource allocations for public health programs; advises the California Department of Public Health via the California Conference of Local Health Officers on the development of public health related standards, rules and regulations, as required by statute; provides for the clinical supervision of mid-level practitioners, public health nursing staff and vital statistic support staff via medical and public health protocol development; may be assigned by the Health Services Director to serve as the Health Services Director in the Health Services Director's absence.

TYPICAL PHYSICAL REQUIREMENTS

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move objects weighing up to 50 lbs.; corrected hearing and vision to normal range; verbal communication; office equipment, including computer, telephone, calculator, copiers, and FAX.

TYPICAL WORKING CONDITIONS

Work is performed in office, community and medical environments; work may occasionally be performed in clinic and/or home environments; rare exposure to communicable diseases and blood borne pathogens; continuous contact with other staff and the public. Incumbents are expected to follow universal precautions. Incumbents may be required to drive in remote areas of the County in all weather conditions.

DESIRABLE QUALIFICATIONS

Knowledge of:

- Clinical medicine and public health, including biostatistics, environmental health, maternal and child health, sudden infant death, family planning, public health laboratory services, vital statistics, public health nursing, nutrition, and chronic diseases.
- Epidemiology and disease transmission.
- Principles, practices and methods of public health emergency preparedness
- Principles, methods, practices, and current trends in general and public health programs.
- Community aspects of public health, including community resources and demography and their relationship to the development and operation of public programs and services.
- Federal, state, and local laws and regulations governing communicable disease, public health, and disabling conditions.
- Environmental, sociological, and psychological problems related to public health programs.
- Child growth and development.
- Program development, monitoring, and evaluation.
- Principles, practices, and techniques, of public health administration.
- Budget development and fiscal controls.
- Principles and techniques of effective employee supervision, training, evaluation, and development.
- Unique psycho/social and cultural issues encountered in a rural health program.
- Cell phone usage

Ability to:

- Plan, organize, manage, and administer Public Health programs and services.
- Provide direction, supervision, training, and work evaluations for assigned staff.
- Develop, organize, analyze, and interpret statistical data.
- Assist with the development and administration of budget and control expenditures.
- Develop and maintain effective public relations with clients, staff, community groups, and other government organizations.
- Develop, maintain and prepare public health statistics, records, and required reports.
- Communicate effectively orally and in writing.
- Prepare clear, concise reports.
- Effectively represent the Public Health Department in contacts with the public, community organizations, and other government agencies.
- Convert complex and technical medical terminology and concepts into easily understood written documents and forms that are accessible and useful for both professional staff and lay persons.
- Develop and maintain cooperative relationships with community organizations, other County departments and other government agencies to accomplish goals through others.
- Use a cell phone at off-site locations
- Regularly work well under pressure, meeting multiple and sometimes conflicting deadlines.
- Constantly demonstrate cooperative behavior with colleagues, supervisors, and customers/clients.

Training and Experience:

Any combination of training and experience that would likely provide the required knowledge and abilities

is qualifying. A typical way to obtain the required knowledge and abilities would be:

Graduation from a medical college of good standing and repute, per California Health and Safety Code Section 101005.

AND EITHER

Three (3) years experience as a licensed physician

OR

Two (2) years of experience as a licensed physician in a public health agency.

A graduate degree in public health is highly desirable. Certification or eligibility for certification in any of the following medical specialties is also highly desirable; preventive medicine/public health, family practice, pediatrics, obstetrics/gynecology or internal medicine.

Special Requirements:

Possession of a valid unrestricted Physician's and Surgeon's license issued by the California Medical Board.

-OR-

Possession of a valid unrestricted Doctor of Osteopathy license issued by Osteopathic Medical Board of California

Applicants who are eligible for a license to practice medicine and surgery in the State of California, but who do not currently have a California license may be considered, however, must obtain the license before date of hire.

Possession of, or ability to obtain, an appropriate valid California Driver's License.

Must be eligible for State Skilled Professional Medical Personnel (SPMP) classification as defined by 42 CFR PART 432.

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