

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 3101

TITLE: EPIDEMIOLOGIST

GRADE: S-26

DEFINITION:

Under general supervision, investigates the determinants and distribution of disease, disability and other health outcomes in the County population; oversees complex epidemiological studies; coordinates with County officials and managers, state and local jurisdiction health departments, hospitals, physicians, community groups, first responders and emergency response authorities to ensure comprehensive and appropriate response to community health threats; provides consultative services to support development of surveillance, investigation and tracking of disease and outbreaks; serves as subject matter expert on public health and bioterrorism threats and responses, and performs other duties as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

Not applicable.

ILLUSTRATIVE DUTIES:

Performs community needs assessments to determine population health status and adequacy of health delivery systems to respond to public health threats or bioterrorism events;
Coordinates comprehensive planning services in response to threats or events and provides recommendations to state and local agencies, hospitals, physicians, first responders and public safety officials;
Conduct research studies, investigations and follow-up evaluations;
Analyze statistical data to determine patterns of disease and illness that affect community health;
Design and deliver training to enhance epidemiological work within Fairfax County Government;
Train area physicians and hospital and laboratory staff on disease reporting and response procedures;
Create and maintain incident tracking database for disease surveillance data;
Establish and review report processing procedures;
Develop and revise reporting methods to aid in conducting disease surveillance;
Compile and evaluate statistical reports related to disease surveillance, control and investigation;
Manage statistical systems;
Establish and maintain operations and quality assurance tools;
Conduct weekly review of morbidity data to ensure awareness of disease activity;
Provide guidance to staff and set priorities for surveillance and investigation;
Consult with public and private health providers to ensure appropriate delivery of epidemiologic services;
Review and interpret existing policy and procedures;
Develop and revise policies and procedures to ensure compliance with Local, State and Federal regulations;
Coordinates County epidemiological efforts with multi-disciplinary team (nursing, environmental health, and administrative support);
Serve on committees, boards, and/or task forces to represent the Health Department on

epidemiological issues;

Serves on interdisciplinary medical response teams to plan, direct, integrate and coordinate epidemiological services.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of information and techniques needed to diagnose and treat human injuries, diseases, and deformities including symptoms, treatment alternatives, drug properties and interactions and preventive health-care measures;

Knowledge of research methods and procedures;

Knowledge of statistical methods and practice;

Knowledge of quality assurance methods;

Knowledge of adult learning theories;

Knowledge of group/team dynamics;

Knowledge of medical and legal policies, guidelines, principles, practices, and standards governing public health;

Knowledge of the organization and operation of the County government and its departments;

Ability to communicate effectively, both orally and in writing;

Ability to make public presentations;

Ability to conduct needs assessments;

Ability to read and interpret Federal, State, and County laws and regulations affecting public health services;

Ability to interpret and apply complex policy and procedure;

Ability to develop measures to counteract/mitigate specific public health risks;

Ability to solve problems and resolve conflicts;

Ability to maintain effective working relationships with County, state and federal officials and community medical professionals;

Ability to analyze data and draw sound conclusions;

Ability to use various computer software;

Ability to meet deadlines and work under pressure.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to the following:

Master's Degree in Public Health with graduate work in epidemiology and biostatistics PLUS

Two years of experience in epidemiology-related work.

CERTIFICATES AND LICENSES REQUIRED:

Possession of a valid motor vehicle driver's license.

NECESSARY SPECIAL REQUIREMENTS:

Positions within this class will be subject to criminal history record checks as a condition of hire and periodically thereafter.

REGRADED/REVISED: October 17, 2007

ESTABLISHED: March 22, 2007