

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 3173

**TITLE:** SENIOR PUBLIC HEALTH CLINICAL TECHNICIAN

**GRADE:** S-14

**DEFINITION:**

Under the supervision of a Public Health Doctor, supervises and trains Public Health Clinical Technicians and clerical staff to ensure the efficient and orderly operation of the Medical Examination Unit; and performs related work as required.

**DISTINGUISHING CHARACTERISTICS OF THE CLASS:**

This is a supervisory, technical paramedical class. Work is performed under the direction or supervision of a physician.

**ILLUSTRATIVE DUTIES:**

Guides and supervises clinical and clerical staff to ensure clinic examination schedule is met;  
Participates in the delivery of health services to clinic clients;  
Provides technical paramedical services to individuals and/or families in clinics, ambulatory care centers, offices, or community settings;  
Performs appropriate height, weight, and head circumference measurements;  
Performs Snellen (eye chart), Ishihara vision (color), and audio (hearing) testing;  
Performs necessary laboratory tests and/or specimen collections per agency protocol (e.g., venipuncture; finger, foot, and heel stick; blood pressure checks; and urine testing);  
Records and reports testing and specimen collection findings;  
Prepares lab specimens collected for shipment to other labs;  
Maintains a neat clinic area, assuring supply room is properly stocked and organized and that equipment is cleaned, sterilized and maintained in good working order.  
Under the direction of a physician, as authorized by the Medical Practice Act:  
Solicits contraindications and medical history prior to an injection;  
Administers medications and performs treatments;  
Administers immunizations.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

Knowledge of the standard procedures for performing hearing, vision, EKG, PFT, and other tests;  
Knowledge of the clinic's administrative procedures;  
Skill in performing technical medical procedures (e.g., injections, venipuncture, blood pressure screening);  
Ability to plan and supervise the work of other clinical technicians;  
Ability to perform CPR or perform emergency treatment for life threatening conditions;  
Ability to perform a variety of clinical tests and record the results;  
Ability to identify questionable test findings;  
Ability to elicit sufficient pertinent medical information from a client and record a medical history that is complete and accurate;  
Ability to establish and maintain good working relationships with clients and staff members.

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**EMPLOYMENT STANDARDS:**

Graduation from a clinical technician training program, such as that provided by the armed services; PLUS

Two years of experience as a clinical technician, preferably supplemented by supervisory experience in a paramedical or medical administrative setting.

**CERTIFICATES AND LICENSES REQUIRED:**

Contingent upon area of assignment, some positions may require possession of a valid Motor Vehicle Driver's License.

**NECESSARY SPECIAL REQUIREMENTS:**

Contingent upon area of assignment, some positions may be required to successfully complete a state criminal history record check prior to appointment.

REVISED: March 11, 1994  
ESTABLISHED: June 20, 1983