

GENERAL DESCRIPTION OF CLASS

Under general direction, the EPIDEMIOLOGIST 1 plans, develops, conducts, and prepares reports on epidemiological studies, and provides consultation and assistance to others in the planning, development, and conduct of such studies.

DISTINGUISHING FEATURES

This is the first level of a two-level series. The class is distinguished from the higher level by not having the responsibility of coordinating the work of other epidemiologists, nor serving as a project leader. Although employees in this class are expected to plan and carry out studies for which no standard protocols exist, they receive technical advice on approaches to nonroutine problems.

DUTIES AND RESPONSIBILITIES

- 1.Epidemiologic Studies.** This includes investigation of outbreaks, performance of formal case control, or cohort studies of significant health issues, and surveillance of health problems, under general direction. Typical tasks: determines the most appropriate way to study an identified health question; with consultation of higher level epidemiologist plans the epidemiologic study of the question, including identification of the study population, questionnaire design, analytical design, identification and organization of resources needed, and writing of a specific project proposal; conducts the epidemiologic study, including training interviewers and clerical staff in project-specific tasks as necessary, identifying subjects from whom biological specimens are to be obtained, assuring quality control of the data collection and data entry, and performing the analysis of the data; prepares a formal written report of the study, including a description of the methods used, the findings, and the interpretation of the findings.
- 2.Technical Assistance.** Typical tasks: provides consultation to local health department staff members and staff from other programs in the agency or from other State agencies in the planning, conduct, and analysis of outbreak investigations, formal case control, and cohort studies of significant health issues, and surveillance of health problems. Consultation content includes all of the tasks described under "Epidemiologic Studies," but is intended to support other personnel conducting studies in their own program areas. It also includes general information pertaining to the health issues involved in the employees content area of responsibility.
- 3.Training.** Typical tasks: provides training in general epidemiologic methods as well as in specific project tasks to local health department staff members and staff from other programs in the agency and from other State agencies.
- 4.Miscellaneous.** Typical tasks: participates in committee devoted to health issues related to the program area; makes formal presentations of study findings to scientific groups, health care providers, agency personnel, and the general public.

The duties of this class in data quality assurance, data analysis, and interpretation of study results will shape the scientific basis of statewide health policy in related areas.

RELATIONSHIPS WITH OTHERS

Employees in this class have regular contact in person, by telephone, or by written correspondence, with local health department staff and staff of State agencies to provide consultation and coordinate the conduct of epidemiologic studies. Employees in this class have regular contact by telephone with members of the public to provide information and to obtain data for epidemiologic studies. Employees in this class have periodic contact by telephone or in writing with Federal agency and academic institution staff to receive information.

SUPERVISION RECEIVED

Employees in this class receive general supervision from the section manager who reviews work periodically through oral discussion and evaluation of final study reports. Work is reviewed for compliance with Federal and State statutes, rules, and regulations applicable to disease control, and agency policies, procedures, and guidelines.

GENERAL INFORMATION

Positions in this class require the willingness to travel periodically to sites of investigations and special studies.

KNOWLEDGE, SKILLS, AND ABILITIES (KSA)

General knowledge of the principles and methods of epidemiology, including study design, analytical procedures, and interpretative methods.

General knowledge of the principles and methods of biostatistics and demography.

General knowledge of the methods of preparing written scientific reports.

General knowledge of methods of managing and analyzing data by computer.

General knowledge of the principles and methods of disease surveillance.

General knowledge of microbiology.

General knowledge of pathophysiology.

Basic knowledge of medical terminology and health information related to the general area of responsibility.

Skill in organizing the conduct of an outbreak investigation or other epidemiologic study.

Skill in monitoring data collection and data entry to assure quality control.

Skill in applying routine biostatistical techniques to the analysis of epidemiologic data.

Skill in evaluating epidemiologic data to develop valid interpretations of the data.

Skill in working with a variety of people with differing levels of technical know-how to achieve efficient and reliable completion of epidemiologic studies.

Skill in the design and maintenance of surveillance systems to monitor the occurrence of disease or other health events.

Skill in writing scientific reports of investigations and special studies.

Skill in presenting training on technical subject matter.

Skill in use of computer graphic and statistical analysis programs.

Skill in program development.

Skill in grant writing.

Ability to plan outbreak investigations and other epidemiologic studies.

Ability to provide technical consultation to local health department staff and other agency personnel.

Ability to present scientific reports orally.

NOTE: The KNOWLEDGE and SKILLS are required for initial consideration. ABILITIES may be required for initial consideration, at any time during the selection process, or during a trial service period as a final stage of the selection process. Some duties performed by positions in this class may require different KSA's. No attempt is made to describe every KSA required for **all** positions in this class. Additional KSA requirements will be explained on the recruiting announcement.

Adopted 4/90

Revised

Examples of work are typical of duties assigned to this class. No attempt is made to describe every duty performed by all positions in this class.