

## HEALTH OFFICER

### DEFINITION

Under administrative direction, to enforce state and county public health laws; to provide guidance in controlling and preventing the spread of communicable disease, and reducing chronic disease and injury in Shasta County; and to perform related work as required.

### DISTINGUISHING CHARACTERISTICS

This single position management class is designated as the County Health Officer as enumerated in California Health and Safety Code, sections 101000-101300. This position maintains primary responsibility for the enforcement of public health laws in both the incorporated and unincorporated areas of the County.

### EXAMPLES OF DUTIES

Enforces federal, state and local public health laws; develops and maintains knowledge of current and pending issues in public health, and makes recommendations designed to protect and promote the public's health accordingly; consults on public health activities such as: public health laboratory services, communicable disease control including sexually transmitted diseases and tuberculosis, immunization services, community health planning, school health services, public health education, maternal/adolescent and child health services, and the analysis and communication of health statistics and other community health assessments. Assists in the evaluation of public health programs and activities; encourages the Department's orientation toward population-based public health and community health outcomes; consults with physicians in the diagnosis, management and investigation of cases of suspected or confirmed communicable disease; recommends measures to control spread of infectious disease and prevent epidemics, and to control chronic diseases and injuries; cooperates with federal and state public health groups in the enforcement of health and sanitation measures; interprets statistical or medical information to public health staff, interested individuals and groups; performs liaison role to the local medical community and represents Shasta County in State and/or national health officer groups and associations; recommends public health policy options to the Director of Public Health and others; works to increase access to public health services for hard-to-reach populations, and works toward increasing the cultural competency of staff and the Public Health Department as an organization; attends meetings and represents the department as directed; provides input to program performance review; provides recommendations for long-range public health strategic planning, or goals and objectives; may conduct various public health-related clinics; reviews the work of medical extender staff and laboratory and x-ray findings; responsible for the development of medically oriented policies, procedures and protocols and ensuring their approval, maintenance and adherence; reviews medical incident reports and recommends changes in procedure if necessary; serves as the Operational Area Disaster Medical Health Coordinator, and oversees the medical response of the department in the case of local disaster; prepares regular and special reports and correspondence.

### EMPLOYMENT STANDARDS

Any combination of education and experience sufficient to directly demonstrate the ability to carry out the duties of a County Health Officer. The possession and application of the following will be considered during the process of evaluating candidates:

Knowledge of: medical science and its application to public health;

Federal, State and local laws governing public health work;

principles, practices and terminology of modern medicine, especially preventive medicine, and public health;

medical ethics and confidentiality laws and regulations;

accepted clinical practices;  
epidemiology and biostatistics and their interpretation;  
public health resources at the local, State and federal levels;  
health policy development; and  
program evaluation.

Ability to: apply principles and techniques of modern medicine and public health;  
establish and maintain good working relationships with staff and medical personnel, officials, and the local community;  
analyze disaster or emergency situations and take prompt and appropriate action;  
demonstrate leadership skills to improve the public's health;  
analyze and evaluate data, draw conclusions and make recommendations;  
exercise independent judgement;  
provide clinical oversight and training to medical provider staff;  
communicate technical information to persons with varying degrees of medical knowledge;  
accurately perform public health-related medical diagnosis and treatment;  
develop clear and comprehensive written reports;  
use automated systems and other appropriate sources of public health information;  
assist in the evaluation of public health programs;  
write effective procedures, protocols and policies for public health-related clinical services provision;  
speak and write effectively.

MINIMUM QUALIFICATIONS:

The health officer shall be a graduate of a medical school of good standing and repute and shall be eligible for a license to practice medicine and surgery in the State of California pursuant to Health & Safety Code § 101005, as it may be amended from time to time.

DESIREABLE CHARACTERISTICS:

1. A) Five years of experience as a physician and surgeon, licensed in the State of California;  
AND  
B) Certification by the American Board of Preventive Medicine; or certification by the American Boards of Family Practice, Pediatrics, Obstetrics and Gynecology, or Internal Medicine;

AND

- C) Completion of a Master's Degree from an accredited School of Public Health;

OR

2. A) Two years experience as a Public Health Officer, preferably in California, (a physician certified in a state other than California may be employed prior to receipt of California certification provided that an application for a California Physician's and Surgeon's Certificate is filed with the State of California prior to date of appointment, and is received within six months of employment);

AND

- B) Certification by the American Board of Preventive Medicine; or certification by the American Boards of Family Practice, Pediatrics, Obstetrics and Gynecology, or Internal Medicine.

### PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand and sit. The employee is occasionally required to walk; use hands to finger, handle, or feel; reach with hands and arms; and taste or smell. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

### WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

### SPECIAL REQUIREMENTS

- Possession of a valid California driver license.

REVISED 06/2023

NEW 03/2000

CS899