

Three Rivers Public Health Department is looking for a Public Health Disease Investigator to work remotely. This position provides additional capacity during the COVID-19 pandemic and will be conducting investigations.

**Essential Job Functions:**

1. Conduct investigation of reported suspected and confirmed cases of reportable communicable diseases and other physiologic diseases.
2. Interview designated infected individuals by telephone, as an information gathering and follow-up measure to ensure the individual is aware of the condition and symptoms of the condition; and document activities for each interview.
3. Identify and document “at risk” contacts of infected individuals to ensure they are aware of their potential exposure to the condition and the symptoms of the condition.
4. Provide appropriate disease control recommendations and medical follow-up/treatment referrals to infected individuals and at-risk contacts. (Document activities).
5. Educate affected individuals and exposed persons regarding risk factors and prevention measures.
6. Collect necessary information to complete morbidity reports on reportable cases of communicable disease in a tactful and discreet manner ensuring adherence to federal, state, and local privacy and confidentiality regulations.
7. Complete and file required federal, state, and county reports for each suspected and confirmed case; and update data pertaining to reported cases of communicable diseases.
8. Within program-specified timeframe(s), record all required disease interview and investigation information, notes, and case reports into designated disease-specific electronic database(s) for later compilation and analysis.
9. Collect and transport specimens for testing and epidemiological follow-up when necessary. Remain abreast of and correctly follow current specimen handling and collection requirements and procedures
10. Provide current public health information regarding communicable diseases to health care providers, infected individuals, and the general public consistent with 3RPHD policies and in accordance with national public health recommendations.
11. Remain aware of local, state, and national communicable disease statistics, trends, and statutes.
12. Establish and maintain effective working relationships with staff, clients, supervisors, healthcare/community agencies, schools’ governmental officials, and the general public.
13. Assist in the implementation of appropriate disease control activities during local disease outbreaks.

**Education:**

- Graduation from an accredited college or university with advanced course work in public health, epidemiology, or biostatistics or equivalent combination of education, training and/or experience.

- Experience in epidemiology, public health or a related area.
- Knowledge of methods of investigating disease cases, clusters, and outbreaks.

**Contact Information:**

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