



**LAC COURTE OREILLES
COMMUNITY HEALTH CENTER**
13380 W Trepania Road • Hayward, Wisconsin 54843-2186

Telephone: 715-638-5100
Administration Fax: 715-634-6107
Medical Records Fax: 715-634-2740

Position Description

Position: Disease Intervention Specialist
(3year grant position)
Location: Lac Courte Oreilles Community Health Center
Salary Range: \$20.00-\$25.00
Posting Date: May 3, 2022
Closing Date: 5/17/2022

Description of Position:

This position is responsible for disease intervention activities. This position conducts epidemiological interviews and subsequent investigation of a range of reported diseases including, but not limited to COVID-19, STIs, HIV, and other disease and infections which may need disease intervention in the tribal health clinics. This position has lead responsibilities that include consultation and technical assistance regarding diseases and infections per the DIS prioritization chart to statewide inter-departmental committees and correctional settings. The effect of this position is to prevent and control diseases and infections.

Qualifications:

- High School Diploma or equivalency required
- Bachelor degree in related field preferred
- 1 year work experience in the health field required.
- Must have observational awareness and interpersonal communication skills.
- Possess strong presentation skills
- Proficient in Electronic Health Record
- Excellent computer skills required, including word processing and spreadsheets
- CPR Certified
- Ability to maintain confidentiality and observe all requirements of the Federal Privacy Act and HIPAA regulations.

- Valid Wisconsin Driver's license
- Valid Vehicle Insurance
- Must be able to pass drug screening
- Must be able to pass a criminal background check

KNOWLEDGE / SKILLS / ABILITIES

1. Significant knowledge of the clinical and laboratory aspects of diseases and infections listed on the DIS prioritization chart.
2. Significant knowledge of tribal nation culture and practices.
3. Knowledge of disease intervention case management principles and procedures.
4. Knowledge regarding the appropriate handling of highly confidential and sensitive information such as COVID-19 diagnosis, STI diagnosis, HIV positive test results and other disease and infection information.
5. Knowledge of state statutes regarding communicable diseases including reporting requirements.
6. Significant experience and knowledge of verbal and written communication delivery methods/systems.
7. Knowledge of correctional settings and inmate health services.
8. Knowledge of state and local health care resources.
9. Ability to deal effectively with diverse lifestyles in a non-judgmental manner.
10. Ability to communicate with persons at higher risk of diseases and infections.
11. Ability to communicate and work collaboratively for the benefit of disease and infection prevention.
12. Ability to work effectively with a team.

Duties and Responsibilities:

1. 30% of the position you will provide detection, intervention and referral activities related to persons residing in the tribal nations of Wisconsin, with high priority diseases and infections as needed and their partners, suspects and associated at risk for disease and/or infection transmission.
2. Apply complex, intensive contact interviewing and investigating procedures to individuals reported to DPH including co-infections.
3. Provide assistance to these infected persons with partner notification and referral for necessary medical and psychosocial evaluation.
4. Locate and refer for counseling, testing and as appropriate medical examination all identifiable and locatable partners, suspects and associates.
5. Initiate, receive, maintain, and appropriately maintain investigative report forms.
6. Follow established procedures to assure confidentiality of this information, as required by statute.
7. Assist with disease intervention activities as needed in an outbreak situation in Wisconsin including areas outside of the Western region.

8. Educate Wisconsin tribal disease intervention programs regarding disease intervention activities to ensure the timely and accurate reporting and case management of diseases and infections per CDC guidelines.
9. Identify non-typical reporting patterns in order to query tribal disease intervention programs on reporting errors or potential outbreak in reportable diseases and infections.
10. Evaluate surveillance and disease intervention activities by tribal disease intervention program officials.
11. Provide technical assistance to tribal disease intervention programs in the reporting and disease intervention of diseases and infections by providers and laboratories.
12. Assist the STI Unit Supervisor and other staff in high morbidity areas with overall grant requirements, program management, reporting and record keeping especially in regards to disease intervention activities.
13. Perform other duties as assigned or directed by the Community Health Nurse Director.

Supervision and Guidance:

The Disease Intervention Specialist will work under the direct supervision of the Community Health Nurse Director with oversight by the Medical Director.

***Applicants for employment with the Health Center must submit with the completed application form additional documents including the following:**

Letter of Interest

Resume

Credentials

Proof of any Stated Qualifications

Three (3) Current Letters of Recommendation

Academic transcripts

Application Information:

Applications may be obtained from and submitted to:

Lac Courte Oreilles Community Health Center
Human Resources
13380W Trepania Road
Hayward, Wisconsin 54843
715-638-5132
715-634-6107 FAX
sklecan@lcohc.com

The Lac Courte Oreilles Community Health Center is an equal opportunity employer. Native American Preference will be given to candidates of equal or comparable qualifications.

