

# Job Analysis Form

Alternate Format Available



King County

## SHORT FORM FOR PRE-EMPLOYMENT PHYSICALS

PATIENT NAME: \_\_\_\_\_

JOB TITLE: Disease Intervention Specialist

DEPARTMENT: Public Health, TB Clinic

WORK SCHEDULE: 40/Week

JOB DESCRIPTION: The DIS will be a member of the TB Outbreak Prevention Team in the Tuberculosis Control Program. Responsibilities include assisting in contact investigations to find active and latent cases of Tuberculosis (TB) infection among diverse populations of King County including the homeless. A primary responsibility of this position is to conduct field investigations for the purpose of locating and contacting potentially infected or exposed populations to TB. The DIS will conduct client interviews with TB cases, suspects and their contacts. The DIS will be responsible for making appropriate referrals for treatment, screening and other medically appropriate referrals including those for participation in TB research projects (TBTC). Duties include administering and interpreting TB skin tests, venipuncture, education, counseling and assistance with other TB program functions as requested. The DIS's duties will also include administering contact questionnaires, preparing and maintaining detailed case and contact records and conducting follow-up interviews. Work is conducted in the main clinic and satellite sites, in agencies serving homeless people, on the streets, at workplaces and other institutions.

WORK ENVIRONMENT: Clinic and field.

ESSENTIAL FUNCTIONS Maintain confidentiality of all records data and information as required by section, department or state regulation. Interview and counsel clients who are at risk for or have TB infection and elicit the name of contacts. Conduct field investigations to locate and contact infected or potentially infected clients. Prepare, submit and maintain records for local, state and federal agencies as appropriate for TB Outbreak Prevention and Surveillance projects. Conduct follow-up and referrals to ensure examination and treatment compliance for TB and LTBI individuals. Conduct HIV pre- and post-testing counseling and make referrals to health care providers as appropriate. Deliver public health orders to cease and desist from behaviors which pose a risk to the public health. Deliver public health orders to test for source of substantial exposure. Documentation and data entry as outlined by section leader. Provide information to the public, educators and health care professionals about TB and LTBI. Recruit, interview and select participants for research programs following established protocols. Perform phlebotomy for blood testing and administer TB skin tests, as appropriate. Educate clients about health risks and promote behavioral changes to reduce risks. Ensure accuracy, completeness and audit capabilities of data for control and evaluation. Assist in the design and maintenance of databases and/or study tools appropriate to sectional and programmatic needs. Maintain detailed records regarding interactions with patients.

I have reviewed the following Job Analysis for the above-named candidate.

\_\_\_\_\_  
Physician's Signature

\_\_\_\_\_  
Date

### Exposures:

- Outside weather
- Non-weather related temp below 55°
- Non-weather related temp above 75°
- Humidity/dampness
- Moving mechanical parts
- Exposed high places
- Vibration
- Toxic or caustic chemicals
- Confined spaces
- Wet
- Gasses
- Fumes
- Odors
- Dusts
- Mists
- Radiation
- Explosives
- Noise Level 60 DBL
- Bloodborne Pathogens

### Special Requirements:

- CDL
- Respirator use