



Job Code: 1944
Grade: FE
HCWR: N

Job Title
Nurse Epidemiologist

Department
TB Prevention and Control

Job Summary

Under the direction of the Public Health Nurse IV- Nurse Coordinator/TB Prevention and Control, and in collaboration with the TB Program Manager/Communicable Disease Control Unit, the Nurse Epidemiologist/TB Prevention and Control is responsible for implementing, coordinating, monitoring and evaluating the tuberculosis surveillance program for suburban Cook County.

Typical Duties

- Coordinates investigations of active cases of tuberculosis (TB) to identify priority contacts for screening and follow-up.
- Ensures that contacts to active cases of TB are screened within a timely manner and are referred for case management services.
- Prepares and submits required data reports including but not limited to incidence and prevalence of cases, number of cases receiving services through Cook County Department of Public Health (CCDPH), therapy completion rates, rates of sputum conversion, and drug resistance information.
- Represents CCDPH TB Prevention and Control at events and meetings and actively participates to further the goals of prevention and control of TB.
- Reviews and analyzes data regarding TB from data systems including but not limited to I-NEDSS, Global, and internally developed databases.
- Coordinates and conducts case conference reviews for TB staff.
- Supervises work of assigned personnel.
- Coordinates with other Service Units e.g., Communicable Disease Control, Health Promotions, Environmental Health Services, in the implementation of TB prevention and control programs.
- Develops, implements, and evaluates policy and protocol for TB surveillance and infection control within the guidelines of the Illinois Department of Public Health the Centers for Disease Control and Prevention (CDC), and Cook County Health.
- Participates in quality assurance initiatives including chart audits, time studies, and client surveys to assess adherence to policy and procedure, identify deficiencies, and evaluate outcomes. Develops corrective action plan in collaboration with other TB Prevention and Control program staffs.
- Writes and submits grant applications on behalf of CCDPH for programs related to the control and prevention of TB.
- Coordinates research activities for TB Prevention and Control.
- Participates in surveillance and control of communicable diseases as assigned.
- Assists with Respiratory Fit testing and employee health surveillance.
- Participates in core public health functions as assigned.
- Participates as a member of the CCDPH emergency preparedness and response team.
- Attends and completes Emergency Management training courses and workshops as directed.



Minimum Qualifications

- Graduation from an accredited NLN school with a current license to practice as a Registered Professional Nurse in Illinois
- Graduate Degree from an accredited college or university with Public Health focus to include microbiology and epidemiology coursework
- Three (3) years of experience as an Infection Control Practitioner
- Must have access to an insured vehicle and possess a valid Illinois driver's license for field duties and ability to travel throughout Cook County
- Must be available for "on-call" duty as required
- Must participate in assigned trainings, including on-line training in the National Incident Management System (NIMS) offered through the Federal Emergency Management Agency to obtain the following certifications:
 - Within six (6) months of employment: ICS 100, ICS 200, ICS 700, and ICS 800
 - Within twelve (12) months of employment: ICS 300 and ICS 400

Preferred Qualifications

- Certification by the Board of Infection Control (CIC)
- Proficiency in the utilization of basic word processing, spreadsheet, and database programs

Knowledge, Skills, Abilities and Other Characteristics

- Knowledge of quality assurance methods and epidemiological concepts
- Knowledge and experience in successful grant submission, implementation, and evaluation
- Knowledge and experience in supervision of professional staff including nurses and support staff
- Demonstrated positive interpersonal skills, including ability to interact with persons of different social and ethnic backgrounds
- Demonstrated successful implementation of infection control program
- Ability to adapt to change in carrying out assigned duties
- Effective verbal and written communication skills
- Proficiency in the utilization of basic word processing, spreadsheet, and database programs
- The duties listed are not set forth for purposes of limiting the assignment of work. They are not to be construed as a complete list of the many duties normally to be performed under a job title or those to be performed temporarily outside an employee's normal line of work.

Physical and Environmental Demands

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.



The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.

For purposes of the American with Disabilities Act, “Typical Duties” are essential job functions.