

MEDICAL CONSULTANT

DISTINGUISHING FEATURES OF THE CLASS: This position exists in the County Health Department and involves the responsibility to provide medical expertise to a Public Health Director who is the department administrator and serves as the Medical Director for all Article 28 programs. The State Sanitary Code requires that a non-medical administrator have professional medical input in those matters requiring a licensed physician's determination. The Director relies on the Medical Consultant for advice and guidance in connection with a variety of medical matters such as: preventive medicine, immunizations, disease outbreaks and other related details. The work is performed under the general direction of the Public Health Director with leeway allowed for the exercise of independent professional judgment in carrying out details of the work. Supervision over the work of others is not a responsibility of an employee in this class. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Advises the Public Health Director and nursing, nutrition, sanitarian and other staff in a variety of health areas such as: disease problems, policies regarding conducting clinics, medical aspects of public or community health nursing, home health care, etc.;

Aids the Public Health Director in planning, organizing and overseeing a local public health program;

Interprets health problems and issues to public officials, heads of other governmental agencies and elected and appointed officers of various levels of government in the County;

Keeps the Public Health Director informed on health and medical needs and changes which may involve the department, and advises on policies, procedures and strategies accordingly;

Aides in overseeing a program for control of communicable diseases by advising investigative staff in detection, treatment and analysis of statistical and other factual data;

Supervises the conduct of clinics for the treatment of venereal diseases and for prevention and discovery of diphtheria, rubella, mumps, tuberculosis and other communicable diseases;

Participates in professional conferences and training programs to keep abreast of new developments in the field of public health;

Arranges for in-service training of staff in a variety of public health matters;

Prepares a variety of public relations material such as: news releases, articles, radio and television announcements relative to public health matters;

Speaks before groups and organizations regarding the functions and activities of the County Health Department;

Provides oversight of clinical services including signing of patient specific and standing orders;

Credentialing of Medical Staff;

Acts as Chair of the Quality Assurance Committee for all Article 28 programs;

Prepares a variety of records and reports related to the work.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Comprehensive knowledge of the sciences underlying, and of the principles and practices of, medicine as applied to public health practices; thorough knowledge of the principles and practices of epidemiology, sanitation and of the diagnosis and treatment of communicable diseases; ability to deal with the public on projects related to public health; ability to prepare and analyze technical and statistical reports; interest in maintaining a high standard of professional ethics; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Possession of a valid license and current registration to practice medicine in New York State and two (2) years of experience as a practicing physician.

ULSTER COUNTY
4235 MED CONSLT

Adopted: August 9, 1994
Revised: February 11, 2009