

DUTY STATEMENT

Employee Name:	Position Number: 580-805-5582-002
Classification: Research Scientist II (Epidemiology/Biostatistics)	Tenure/Time Base: Permanent/Full-Time
Working Title: Epidemiologist II	Work Location: 850 Marina Bay Parkway, Building E-150 Richmond, CA 94804
Collective Bargaining Unit: R10	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Center for Health Care Quality	Branch/Section/Unit: Healthcare-Associated Infections Program

All employees shall possess the general qualifications, as described in California Code of Regulations Title 2, Section 172, which include, but are not limited to integrity, honesty, dependability, thoroughness, accuracy, good judgment, initiative, resourcefulness, and the ability to work cooperatively with others.

This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing) in dealing with the public and/or other employees; develop and maintain knowledge and skill related to specific tasks, methodologies, materials, tools, and equipment; complete assignments in a timely and efficient manner; and, adhere to departmental policies and procedures.

All California Department of Public Health (CDPH) employees perform work that is of the utmost importance, where each employee is important in supporting and promoting an environment of equity, diversity, and inclusivity, essential to the delivery of the department's mission. All employees are valued and should understand that their contributions and the contributions of their team members derive from different cultures, backgrounds, and life experiences, supporting innovations in public health services and programs for California.

Competencies

The competencies required for this position are found on the classification specification for the classification noted above. Classification specifications are located on the [California Department of Human Resource's Job Descriptions webpage](#).

Job Summary

This position supports the California Department of Public Health's (CDPH) mission and strategic plan by providing epidemiologic and statistical support to meet State healthcare-associated infections public reporting mandates and inform HAI Program prevention and response activities. The RS II performs epidemiologic analyses of California healthcare facility data reported via the Centers for Disease Control and Prevention (CDC) National Healthcare Safety Network (NHSN) and other data sources using. This position is responsible for supporting HAI and prevention and response activities, contributing to the HAI annual public reports, and authoring scientific presentations and publications.

The incumbent works under the general supervision of the Research Scientist Supervisor I of the in

the Healthcare-Associated Infections (HAI) Program.

Special Requirements

- Conflict of Interest (COI)
- Background Check and/or Fingerprinting Clearance
- Medical Clearance
- Travel: 10%
- Bilingual: Pass a State written and/or verbal proficiency exam in
- License/Certification:
- Other:

Essential Functions (including percentage of time)

- 30% Contributes to writing mandatory public reports based on advanced NHSN data analyses using Statistical Analysis Software (SAS).
- 20% Participates in epidemiologic studies to provide evidence-based guidance for HAI and AR prevention and response. Extracts, merges, and analyzes data from NHSN, the California Department of Health Care Access and Information (HCAI), and other relevant data sources. Maintains active status with and keeps informed of updates to these data sources. Assists in manuscript preparation and presents data at scientific conferences.
- 20% Participates in the conceptualization, planning, implementation, and evaluation of HAI prevention initiatives to develop epidemiologically-sound evaluation plans, protocols, and data collection tools. Evaluates effectiveness of HAI prevention initiatives and develops technical reports and manuscripts of findings for dissemination to stakeholders and the broader scientific community.
- 15% Evaluates, learns, and utilizes new data collection, management, reporting, analytic and visualization systems, software, and processes. Assesses data integrity, quality, and effectiveness and recommends changes to Program leaders. Serves as subject matter expert on interdepartmental teams and interfaces with others outside of the Program and Department on these projects.
- 10% Participates in the development of grant proposals, cooperative agreements, and other applications for outside funding to supplement and extend research efforts on healthcare-associated infectious diseases. Tracks and reports on milestones related to these external funding sources.

Marginal Functions (including percentage of time)

- 5% Performs other work-related duties as assigned.

I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties and have provided a copy of this duty statement to the employee named above.

I have read and understand the duties and requirements listed above and am able to perform these duties with or without reasonable accommodation. (If you believe reasonable accommodation may be necessary, or if unsure of a need for reasonable accommodation, inform the hiring supervisor.)

Supervisor's Name:	Date	Employee's Name:	Date
Supervisor's Signature	Date	Employee's Signature	Date

HRD Use Only:

Approved By: DS

Date: 9/8/23