DUTY STATEMENT

Employee Name:

Classification: Nurse Consultant III (Specialist)  
Position Number: 580-805-8181-007

Working Title: Public Health Nurse  
Work Location: 850 Marina Bay Parkway, Building E, Richmond, CA 94804

Collective Bargaining Unit: R17  
Tenure/Time Base: Permanent/Full-Time

Center/Office/Division: Center for Health Care Quality/Public Policy & Prevention Division  
Branch/Section/Unit: Healthcare Associated Infections Program/Investigations and Rapid Response Unit

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 traveling onsite to hospitals and other health care facilities to perform detailed assessments, identify gaps in clinical practices that may lead to high rates of HAI, and offer suggestions for improvement. Interacts with hospital administrators, medical and nursing directors, quality improvement managers, physician epidemiologists, infection prevention staff, and local public health agencies. Develops and delivers infection control training and education programs (both classroom and distance learning), and provides local support for HAI-related outbreak investigations under the direction of HAI Program medical officers.

The incumbent works under the general direction of the Public Health Medical Officer III, Supervisor of the Health care Associated Infections (HAI) Program.

Special Requirements

☐ Conflict of Interest (COI)
Background Check and/or Fingerprinting Clearance

☑ Medical Clearance

☑ Travel: 15%

☐ Bilingual: Pass a State written and/or verbal proficiency exam in

☑ License/Certification: CARN, CIC, CDL

☐ Other:

**Essential Functions (including percentage of time)**

40% Serves as Program clinical subject matter expert for CDPH projects. Provides written and verbal feedback and training on HAI clinical reviews and HAI-related outbreaks. Assists or leads, as appropriate, in the planning and organization of epidemiological investigations. Provides onsite assessment and assistance visits to California acute care hospitals, skilled nursing facilities and other care providers. Conducts data validation for local public health, and local healthcare regulatory agencies. Assesses infection prevention practices, including adherence to recommended prevention measures, in hospital and other healthcare facilities. Assists facilities with interpretation and use of HAI data for local prevention efforts.

35% Develops, reviews, and updates state infection guidance control, and educational documents. Participates in HAI prevention projects and collaboratives based on program needs and priorities. Serves as an HAI Program liaison and participates in meetings with the Centers for Disease Control and Prevention and other federal, state, and local public health partners, and professional organizations on issues of HAI prevention and control.

20% Recommends, develops, and participates in training programs that build infection control competency in multiple healthcare facility types. Serves as the point of contact with other CDPH Divisions in resolving complex technical and policy issues. Works to integrate, enhance, or expand best practices across healthcare settings. Participates in activities to enhance surveillance and improve awareness of emerging and antimicrobial resistant infections in healthcare facilities. Implements a targeted plan for on-site assessments of healthcare facilities based on prevention priorities. Promotes coordination with local Association for Professionals in Infection Control (APIC) and Epidemiology chapters, peer groups, local public health, regional hospital associations and other professional organizations. Maintains an active status as a National Healthcare Safety Network (NHSN) user in the CDPH Group.

**Marginal Functions (including percentage of time)**

5% Performs other work-related duties as necessary.

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.)
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**HRD Use Only:**
Approved By: Daren Saechao  
Date: 3/17/2022