

## MEDICAL CONSULTANT

### DESCRIPTION OF WORK

This is professional work involving the responsibility for providing medical consultation and guidance on statewide public health programs and concerns to medical providers and to state and local agencies. Employees serve as program medical experts in planning, overseeing, and coordinating public health activities, as well as preparedness and disease and disaster response. Work involves the development and dissemination of protocols, policies and best practices to optimize public health. Employees may supervise other program staff. Work is performed independently under the administrative supervision of a Medical Consultant Manager or Director and evaluated to determine the effectiveness of medical and consultative services provided.

### EXAMPLES OF DUTIES PERFORMED

Manage public health response to disease outbreak and formulate strategies for prevention and control.

Direct and oversee implementation of outbreak and surveillance activities.

Review case and study data to monitor disease outbreaks; and disseminate surveillance reports.

Serve as the liaison between federal, state, and local agencies in preparing for and responding to disease outbreaks, and public health and environmental emergencies.

Provide medical consultation and serve as an advisor to clinical providers as well as state and local health directors related to public health inquiries, programs and emergencies.

Consult with representatives of local, state, and federal agencies to provide best practice guidelines for diagnoses and treatment.

Hold conferences and demonstrations; and prepare and deliver talks concerning policies, regulations, techniques or treatment.

Prepare responses to requests from legislators, community agencies and the general public regarding public health information, programs and services.

Organize and direct clinics and vaccinations against communicable diseases.

Cooperate with other public and private organizations in the promotion of public health.

Write administrative code for public health protocols related to provision of services.

Develop and implement medical policies and protocols for public health programs and services.

Design or participate in the study design for collection, review and analysis of program data.

Analyze and track legislation affecting public health services and programs and ensure program policies, procedures and protocols are consistent with medical practice standards and federal and state rules and regulations.

Conduct quality assurance and utilization reviews.

Perform related work as required.

### RECRUITMENT STANDARDS

#### Knowledge, Skills, and Abilities

Knowledge of theory, principles, and practices of general and preventative medicine, as related to public health administration.

Knowledge of best practices related to public health services.

Knowledge of surveillance methodology, data analysis, and study design.

Knowledge of public health laws, regulations, and policies.

Knowledge of developments in the field of public health and ability to apply improved techniques and procedures in the specialty to which assigned.

Ability to establish and maintain effective communication and working relationships with the general public, other physicians, and professional and community groups.

Ability to prepare and present educational materials to professional and community groups.

Ability to provide leadership during an emergency or disaster.

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Minimum Education and Experience

Licensed to practice medicine in the state of North Carolina.

Special Note

This is a generalized representation of positions in this class and is not intended to identify essential functions per the Americans with Disabilities Act. Examples of work are primarily essential functions of the majority of positions in this class, but may not be applicable to all positions.