

## **County Health Officer Job Description**

County Health Officers report to the State Health Officer.

Requirements: Must be a physician who has graduated from an accredited school of medicine (MD or DO) in a primary care specialty and completed an approved residency program. Board certification or board eligibility is preferred as is a strong interest or experience in public health. The County Health Officer (CHO) must be licensed to practice medicine in the State of Wyoming.

Essential Functions of the job are:

- Assists the State Health Officer and Public Health Nursing, in the review, modification, and implementation of operations and/or policies of public health programs and services in the county.
- The County Health Officer must be able to work closely and constructively with the State Health Officer, and other state agencies including but not limited to the Department of Agriculture, Department of Environmental Quality, Department of Health, Division of Criminal Investigation, and Wyoming Department of Homeland Security. The County Health Officer must be supportive of the policies of the Wyoming Department of Health.
- Assists the State Epidemiologist, the State Health Officer and Public Health Nursing, in disease outbreak investigation and in the prevention of the spread of communicable disease.
- Works closely with state and local emergency planning personnel to investigate and evaluate local emergency health related problems and needs. The County Health Officer must provide leadership within the county as it relates to bioterrorism and weapons of mass destruction and to coordinate county bioterrorism efforts with the State Health Officer and the local public health nursing office, or public health agency. Works closely with Regional Veterinary Coordinator pertaining to county.
- Provides public health consultation with the local public health office, hospitals physicians and other health care providers in his/her respective county.
- Grants medical or religious immunization exemptions when appropriate.
- Issues Boil Orders when indicated and provide this information to the State Health Officer.
- Studies health problems, brings action for the enforcement of health laws and regulations, and issues orders for resolution as may be necessary.

- Maintains and enforces regulations for the control of communicable diseases and immunization against diseases deemed to be dangerous to the public health.
- Serves as physician medical director, including review and approval of medical protocols and policies, for program personnel in the county's public health agencies.
- Monitors, assigns, and provides oversight for the data analysis, interpretation, and reporting of health information and medical policy recommendations.
- Helps to coordinate and arrange local instructors for any state sponsored EMS training program.

#### CHO Appointments:

The CHO is appointed by the Board of Health, which may also be the Board of County Commissioners.

#### Essential skills:

Analytic, persuasive, and communicative dialogue; policy-making; constituency-building and networking.

#### Essential knowledge:

Principals and practices of medicine; medical or public health program development and administration; medical conditions and disorders; medical treatment methods, techniques, theories, applications, and procedures; public health standards and practices; regulation and policies relating to medical practice; national and state trends relating to medical treatment and public health issues; ethical guidelines applicable to the position as outlined by professional standards, federal and state laws; standard medical search and investigation methodology, practices, and procedures; state health and related agencies structure and organization.

#### Essential abilities:

Lead and train physicians, providers, public health nurses and other health professionals in the areas of diagnosis, treatment and evaluations pertaining to public health and preventive medicine; communicate with medical professionals and experts in multiple fields; generate reports using diverse data sources; assess and recommend qualitative and quantitative measurement tools for health outcome assessments; comprehend scientific and technical information and the ability to communicate this with policy makers, county commissioners, technical and scientific experts, and the public; apply medical knowledge to the delivery of public health services; exercise tact and

courtesy in frequent contact with county health and other public officials; assign and supervise the work of subordinate professional personnel.

