

## DUTY STATEMENT

Class Title <b>Health Program Specialist II (Health System Interventions Lead)</b>	Position Number <b>581-330-8336-909</b>
COI Classification <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Unit	
Section	
Branch <b>Chronic Disease Control Branch (CDCB)</b>	
Division <b>Chronic Disease &amp; Injury Control (CDIC)</b>	

This position requires the incumbent maintain consistent and regular attendance; communicate effectively (orally and in writing if both appropriate) 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 regarding attendance, leave, and conduct.

**Job Summary:** The Health Program Specialist (HPS) II position is in the Prevention First Program (PFP) within the Chronic Disease Control Branch (CDCB), and is federally funded by the Preventive Health and Health Services Block Grant (PHHSBG). The project increases and supports the utilization of evidence-based approaches to address chronic disease and associated risk factors related to diabetes, cardiovascular disease and stroke in high risk populations. The incumbent will be part of the extended team for the CDC Domains 2- 4: Environmental Strategies, Health System Interventions, and Community Clinical Linkages. The incumbent will implement grant strategies in Domain 3: Health System Interventions; provide technical expertise on activities related to health system quality improvement, health informatics and team-based care; and will be a member of the Sodium Awareness Leadership Team. The incumbent will provide leadership to and work collaboratively with a multi-disciplinary team. In collaboration with the Chief, Heart Disease and Diabetes Prevention Unit, the HPS II will plan, develop and implement evidence-based strategies to achieve performance measures per grant requirements.

**Supervision Received:** Under direction of the Chronic Disease Control Branch Chief (Public Health Medical Administrator I)

**Supervision Exercised:** None.

**Description of Duties:** See below.

<b>Percent of Time</b>	<b>Essential Functions</b>
30%	Serve as Health System Interventions expert to plan, develop, implement, and monitor strategies related to CDC grants. Engage experts, health systems, health plans, hospitals, providers and community clinics, including Federally Qualified Health Clinics, to implement health policy and promote adoption of Electronic Health Records (EHR) and Health Information Exchange (HIE); increase the institutionalization, monitoring and reporting of aggregated, standardized, quality measures; and increase use of team-based care and self-monitoring of blood pressure in accordance with CDC requirements. Participate on and contribute to advisory committees and work groups with other chronic disease or risk factor programs and staff to address hypertension, cardiovascular disease, diabetes, pre-diabetes, and school health to improve outcomes and reduce duplication of efforts. Collaborate with the Centers for Disease Control and Prevention(CDC) and other federal and state entities to identify best practices to improve the effective delivery and use of clinical and other services to prevent and detect chronic diseases early; reduce or eliminate risk factors; and mitigate or manage complications. Plan and develop communication materials in conjunction with the CDCB

Communication Specialist to increase public awareness of hypertension.

- 25% Identify organizations in which to promote the implementation of health policy and/or system changes that increase health care quality and value, improve population health outcomes, and address disparities in the areas of cardiovascular disease and diabetes. Uses established reputation to engage key partners in health systems, health plans, hospitals, providers and community clinics to incorporate policy and procedures related to patient centered medical homes and other public health strategies to improve blood pressure and diabetes management and achieve quality of care, as documented by performance on clinical quality measures. Plan and implement strategies to increase provider reporting of National Quality Forum clinical quality measures 18 and 59. This will include working with organizations that provide training and technical assistance to providers on meeting Meaningful Use Stage 2, International Classification of Diseases (ICD) 10, Healthcare Effectiveness Data and Information Set (HEDIS), 5 Star Reporting and Pay 4 Performance requirements in the areas of cardiovascular disease and diabetes. Coordinate closely with the HPS II lead for Clinical Community Linkages strategies, which is primarily concerned with diabetes-related activities.
  - 20% Participate on the Sodium Awareness Leadership Team and other appropriate advisory committees, work groups, and coalitions to identify, plan, and implement policy change strategies to improve the nutrition environment for those with cardiovascular disease and diabetes. Plan, develop, and provide expertise on bill analyses and legislative proposals related to cardiovascular disease prevention and management. Write reports, policy papers, legislative testimony, and program guidelines. Perform critical and complex analyses of national and state legislation related to health systems intervention strategies.
  - 15% Author progress reports and continuing applications for submission to CDC. Participate on CDC monthly calls, PHHSBG and Prevention First meetings, CDCB leadership team meetings and other meetings, as needed. Serve as an expert consultant for the CDCB Evaluation Specialist to conduct, plan, and develop a summary analysis of performance measures for health system intervention strategies and the CDCB epidemiologists who track health and other outcomes in this area. Assess barriers impacting progress and recommend solutions to counter barriers.
  - 5% Maintain professional competency by continual review of chronic disease prevention literature. Serve on workgroups, taskforces, state and national organizations that address chronic disease prevention. Assist in the development of grant applications for the purpose of securing funding for CDPH. Travel in state and out of state to attend conferences and trainings as directed.
- Percent of Time**      **Marginal Functions**
- 5% Perform other job-related duties as assigned.

Employee's signature	Date
Supervisor's signature	Date