

Job Opening – HIV Surveillance Officer

Job Title	COMMUNITY HEALTH CONSULTANT – HIV Surveillance Officer
Job ID	8348BR
Location	Des Moines, Iowa
Department	Iowa Department of Public Health – Bureau of HIV, STD, and Hepatitis
Salary Minimum	\$45,676
Salary Maximum	\$70,844
Job Description	Under supervision of the bureau chief, serves as an HIV/AIDS epidemiologist and the primary HIV/AIDS reporting system (eHARS) database manager for data collection, data entry, and quality assurance of the system. Works closely with the HIV/AIDS surveillance coordinator to conduct passive and active case surveillance, including laboratory and provider case reporting, case follow up, and data entry. Conducts routine record checks with CDC to ensure accuracy of data and follows up on potential matches with other surveillance jurisdictions. Responds to calls from medical providers and follows up on laboratory information and case reports in a timely manner. Provides education to health care providers on HIV reporting requirements and other aspects of HIV surveillance. Reviews and enters data from alternate databases, such as ADAP and Medicaid. Analyzes surveillance data monthly to ensure data quality and accuracy. Serves as point of contact for interstate record searches and data exchange. Provides training on eHARS and SAS Enterprise Guide. Working closely with STD Program staff, assigns cases for HIV Partner Services. Provides surveillance information and assistance to disease prevention specialists and the STD Data Coordinator as needed. Maintains HIV partner service data and analyzes and prepares data for reporting to CDC. Reports monthly partner service information to bureau chief and program managers. Reviews partner service interview records and data for completeness, need for follow up, and ascertainment of risk information on index cases. Conducts special projects and data analysis, interpretation, and presentation of epidemiological data from surveillance systems, surveys, and special projects. Utilizes software to match between databases to ascertain perinatal exposures and deaths of persons with HIV/AIDS. Uses ARC-GIS to develop maps for bureau programs.
Minimum Qualifications	Graduation from an accredited college or university with major coursework in epidemiology, nursing, a human services or health-oriented field, or education, or nutrition and three years of professional experience in these areas. Master of Public Health in epidemiology or related field preferred. For additional ways to qualify, please click on this link to view the job description and minimum qualifications.
Post Close Date	19-Sep-2010
To Apply:	Submit a completed Iowa Department of Administrative Services - Human Resources Enterprise (DAS-HRE) application form by the closing date. To complete an electronic application form, go to http://www.das.hre.iowa.gov/iowa.jobs.html, click on "Search Openings," enter keyword "8348BR" and then search. Next click on "8348BR" and click on "Apply for Job Vacancy(s)" button. You may also mail an application form to: Iowa Department of Administrative Services - Human Resources Enterprise, Hoover State Office Building, 1305 East Walnut, Des Moines, IA 50319-0150 or fax your application to (515) 281-7970.