

## **EAST CENTRAL DISTRICT HEALTH DEPARTMENT-Columbus**

### **Community Health Nurse**

Investigate communicable disease, investigate other issues of public health significance, and provide education on disease prevention activities. Conduct wellness screenings and provide targeted health and wellness promotion. Administer vaccinations within scope of practice. Evaluate/assess health trends and risk factors of population groups through data collection and analysis, providing surveillance, tracking, reporting and follow-up on contagious diseases. Works with communities or specific population groups to develop/implement public policy.

### **Contact Tracer**

The Contact Tracer will call contacts of anyone diagnosed with COVID-19 to document a symptom check, refer them to testing according to established protocols, and provide them with instructions for quarantine or isolation, if appropriate. *This is a full-time 6-month temporary position.*

### **WIC Clerk**

The WIC (Women, Infants and Children) Clerk is a key staff member for front office operation. The WIC clerk provides the first impression of the clinic to the client. Responsibilities include collecting demographic information, determining income eligibility, scheduling WIC appointments, issuing food benefits, and reviewing WIC client rights and responsibilities with WIC participants.

## **GOOD NEIGHBOR COMMUNITY HEALTH CENTER- Columbus**

### **Education and Outreach Worker**

The Education and Outreach Coordinator is responsible for the day-to-day operation, education, and community outreach of the Contraceptive Access Project (CAP). This position is responsible for increasing access to contraception and, thereby, reducing unintended pregnancies across all age groups with a focus on youths and young adults age 24 and under.

### **Licensed Mental Health Provider**

Practice sound principles of Medical Psychiatric and/or Mental Health provider at public health level. They will participate in the decision-making process concerning the delivery of mental health services.

### **Medical Assistant- Columbus**

The Medical Assistant support patient care under the direction of a nurse or provider. The Medical Assistant is responsible for general care functions such as taking vitals, entering reason for visit, administering medication, sending in refills, calling patients as directed by provider, cleaning equipment and backup to clerical staff.

### **Medical Interpreter**

The Medical Interpreter is responsible for relaying accurate medical information and facilitating the successful delivery of patient services to a diverse language segments in compliance with all office and clinic policies and procedures, particular relating to patient confidentiality and informed consent.

**Medical Office Specialist-Columbus**

The Medical Office Specialist interacts directly with patients on the phone and face-to-face to support the front office operation. This position is responsible for scheduling appointments, processing payments both in-person and on the phone. Additionally, this position serves as a liaison between patient and medical support staff. The Medical Office Specialist will possess excellent communication skills, organizational skills, computer experience, and must be a self-motivator.

**GOOD NEIGHBOR FREMONT**

**Dental Hygienist-Fremont**

The Dental Hygienist provides preventative oral care under a generalized supervision. The Dental Hygienist performs all duties within the scope of practice of dental hygiene including but not limited to: subgingival and supragingival scaling, root planning, coronal polishing, administering local anesthetic, exposing radiographs, placing sealants and chemotherapeutics agents, inspecting the oral cavity for abnormal tissue, taking alginate impressions, and assisting the dentist as necessary.

**Licensed Mental Health Provider**

Practice sound principles of Medical Psychiatric and/or Mental Health provider at public health level. They will participate in the decision-making process concerning the delivery of mental health services.

**Medical Interpreter**

The Medical Interpreter is responsible for relaying accurate medical information and facilitating the successful delivery of patient services to a diverse language segments in compliance with all office and clinic policies and procedures, particular relating to patient confidentiality and informed consent.

**X-Ray and Lab Technician-Fremont**

Provide both radiology and laboratory oversight and support for an outpatient clinic. Operate fixed radiology (X-Ray) equipment used in Diagnosing and treating injuries and diseases. Performs manual and operate equipment to provide automated routine blood tests under the supervision of a Laboratory Director.