



**EMPLOYMENT OPPORTUNITY**  
**EXEMPT APPOINTMENT**

**CLASS: 2230                      TITLE: PHYSICIAN SPECIALIST**  
**(kh1)**

**SALARY: \$61.0250 - \$81.7750 Hourly**

**DEADLINE: Open Until Filled**  
**POSTED: September 11, 2009**

The Department of Public Health, **Communicable Disease Control and Prevention Section (CDCP)** is accepting applications for **two (2) as-needed, non-benefited positions** in class 2230 Physician Specialist. Schedule: To Be Determined.

*All City and County of San Francisco employees are designated Disaster Service Workers through state and local law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker related training as assigned, and to return to work as ordered in the event of an emergency.*

**ESSENTIAL DUTIES:**

Under the supervision of a Medical Epidemiologist from the CDCP management team, these physicians will provide accurate and timely guidance and information about Novel H1N1 influenza to clinicians, emergency leaders and responders, the public, and other stakeholders. These physicians will be members of an Information and Guidance team. Essential job functions include:

- Help prioritize requests for information and guidance.
- Help locate relevant scientific information (e.g. journal publications) and guidance from external agencies.
- Read and assess relevant clinical and epidemiologic publications, and external guidance documents.
- Read and understand San Francisco specific guidance and policies.
- Develop San Francisco specific guidance and information for a variety of audiences and situations (e.g., Health Alerts for clinicians, FAQs for the public, guidance for homeless shelters, and guidance for first responders)
- Help disseminate San Francisco guidance and information.
- Provide phone consultation to San Francisco clinicians and infection control professionals.
- Communicate and collaborate with hospitals and other city stakeholders on clinical and infection control issues.
- Facilitate conference calls with San Francisco clinicians, infection control professionals and other city stakeholders.
- Supervise other members of the Information and Guidance Team.
- Assist with the Communicable Disease Control and Prevention Section response to other Novel H1N1 influenza related issues and projects as they arise.
- Perform other related duties as assigned.

**MINIMUM QUALIFICATIONS:**

1. Graduation from an approved medical school; **AND**
2. Possession of a Doctor of Medicine or Doctor of Osteopathy degree; **AND**
3. Completion of a recognized residency program in Internal Medicine, Family Practice, Pediatrics, or Emergency

**CONTINUED**

- Medicine; **AND**
4. Board Certification or Board Eligibility in Internal Medicine, Family Practice, Pediatrics or Emergency Medicine; **AND**
  5. Possession of a license to practice medicine issued by the California Medical Board; **AND**
  6. Possession of a Drug Enforcement Administration (DEA) license.

**Verification/Waiver: Verification of qualifying experience, education, and/or training is required at the time of filing. Candidates unable to do so may submit a letter requesting a waiver of this requirement indicating the reason(s) verification cannot be obtained. Failure to submit verification or request for waiver will result in application rejection.**

**Condition(s) of Employment:**

All qualified candidates who have been selected for appointment to positions in all specialty areas must be an eligible billable provider and will be required to meet the following criteria:

- Be eligible to participate in Medicare, Medicaid and/or other federal health care programs;
- Possess a National Provider Identifier (NPI);
- Submit a completed credentialing application and/or required documentation for credentialing; **AND**
- Possess a valid third-party billable provider certification (such as Medicare, Medi-Cal and/or private insurance) OR have submitted a completed billable provider application, along with the required documentation, in order to obtain the appropriate billable provider status.

Failure to meet these criteria and/or 'Conditions of Employment' within two (2) weeks **PRIOR** to start work date may result in the delay of appointment and/or cancellation of employment offer. Once appointed, all qualified candidates/employees will be required to retain these qualifications throughout length of employment. Failure to demonstrate (show proof) of qualifications shall result in the termination of employment.

**DESIRED QUALIFICATIONS:**

- Masters in Public Health or related field
- CDC or CA Epidemiology Intelligence Service Traineeship.
- Board certified /eligible in Infectious Diseases, Preventive Medicine or Occupational Health.
- Significant experience in infection control.
- Significant experience as a public health officer, public health physician and/or medical epidemiologist.
- Experience related to preparedness for and response to bioterrorism and infectious disease threats and other public health emergencies.
- Experience related to pandemic flu response.

**APPLICATION PROCEDURE:**

Interested individuals must submit a resume and [City and County of San Francisco \(CCSF\) employment application](#) to **Karen Holbrook, MD, MPH, Bioterrorism and Infectious Disease Emergencies Unit, San Francisco Department of Public Health, 101 Grove St. Room 204, San Francisco, CA 94102. Open Until Filled. Phone (415) 554-2748. Fax (415) 554-2854. Email karen.holbrook@sfdph.org.** CCSF employment applications may be obtained from DPH Human Resources Services, 101 Grove Street, Room 210, SFGH Human Resource Services, 2789 – 25<sup>th</sup> Street, LHH Human Resource Services, 375 Laguna Honda Boulevard. Applicants with disabilities requiring reasonable accommodation during the interview process may contact the person/department listed. [www.sfdph.org](http://www.sfdph.org)

**PLEASE NOTE: APPLICANTS MEETING THE MINIMUM QUALIFICATIONS  
ARE NOT GUARANTEED AN INTERVIEW**

*The Department of Public Health is an Equal Opportunity Employer  
Women, Minorities, and Persons with Disabilities are encouraged to apply*

**HR USE ONLY: JOB CATEGORY 200**

**POSTED: September 11, 2009**