



Non-Civil Service Position

Position Title: **Disease Reactor Coordinator**

Salary: \$36,318-\$38,152 Annually

The Baltimore City Health Department is seeking to fill the Non-Civil Service position of Disease Reactor Coordinator for the STD/HIV Prevention Program. The incumbent will report to the Hepatitis – C (HCV) Project Director. Help improve the health of Baltimore City residents. Be part of an innovative team.

- Manages the Data 2 Care access database in collaboration with Maryland Department of Health
- Presents data to providers and internal management team
- Record searches PRISM, Insight, Ryan White database, and Maryland HIV/AIDS Surveillance database to assess the care status of HIV/HCV-positive people encountered through Program outreach activities, the Needle Exchange Program, hospital emergency departments, Department of Corrections, community-based organizations and medical providers
- Contacts medical providers to verify last kept HCV or HIV appointment of patients encountered through outreach or care linkage investigations
- Receives HIV/HCV-positive lab reports and requests from private providers, Outreach, CBO's, Emergency Departments, etc., to document in PRISM
- Uploads HIV linkage data into Maryland CAREWare
- Assigns HIV/HCV field records to program supervisors for care linkage services
- Assists program managers in analyzing and evaluating HIV/HCV data
- Participates in monthly grant project meetings and provides feedback
- Plans, schedules, and coordinates all daily work activities
- Performs other related duties as assigned

Minimum Qualifications:

Requirements - A Bachelor's degree in Public or Community Health Education from an accredited college or university and one year of experience performing public or community health education.

Equivalencies – A Bachelor's degree from an accredited college or university and two years of experience providing public or community health education; or an equivalent combination of education and experience. Candidates must have a valid driver's license and access to a vehicle.

To Apply:

Please send a cover letter and resume to Jaeson Smith at Jaeson.Smith@Baltimorecity.gov on or before August 11, 2017.

The City of Baltimore is an Equal Opportunity Employer