

## **McHenry County Department of Health**

### **Medical Advisor**

In support of medical aspects of public health and/or department functions, the Medical Advisor provides medical expertise and consultation to the Board of Health (BOH), Public Health Administrator (PHA), and staff, as directed by the PHA or their designee.

The Medical Advisor is the medical liaison to the BOH, advising on medical issues relevant to public health, consulting on medical policy development and review, providing medical supervision to programs, as required, and communications, when requested.

Responsibilities include, but are not limited to:

- Reviewing, updating, and approving standing medical orders, annually and/or as needed, for the administration of adult and pediatric routine and emergency use vaccines, routine lab tests, STD treatment, and emergency clinical procedures
- Advising and assisting in policy development and review of clinical guidelines, protocols, and procedures
- Evaluating clinic operations, protocols and procedures biannually, and as needed
- Consulting on matters with medical implications (in person, by phone, or by video conferencing) to the PHA, and staff, as directed by the PHA or their designee
- Partnering with the Director of Nursing in all areas involving patient care
- Attending monthly BOH meetings (in person, by phone, or by video conferencing) to consult on medical issues and provide routine oral/written reports
- Approving medical exclusions for employee health requirements as outlined in the Personnel Policy Handbook
- Consulting (in person, by phone, or by video conferencing) during a Public Health Emergency
- Liaising with McHenry County medical community
- Providing an approved designated backup physician whenever necessary to provide continuous consultant coverage to the Department
- Being a spokesperson for the Department when requested by the PHA
- Providing risk communications to the public and media as requested by the PHA following HIPAA guidelines
- Remaining up to date on CDC and IDPH Public Health Guidance

The Medical Advisor is a contractual position. McHenry County provides Medical Malpractice Insurance limited to the Medical Advisor's role for the McHenry County Board of Health and the services provided as outlined in the contractual agreement.

Current medical licenses required by the State, Federal or local governments shall be provided to the Department.

Estimated hours per month: 5-15

Residency: Live or practice in McHenry County