CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

PUBLIC HEALTH MEDICAL OFFICER II
Schematic Code:  S190 Classification Code:  7722   Exam Code:  8H1AE01

Examination Type: Open Continuous

FINAL FILING DATES
Testing is considered continuous as dates can be set at any time. Applications will be reviewed to ensure the minimum requirements for participation in this exam are met. Possession of the entrance requirements does not assure a place on the eligible list. Once you have taken the examination, you may not retest for 12 months from the established list date.

Applications must be submitted by the filing dates indicated below. Applications postmarked, personally delivered, or received via interoffice mail after the final filing date, will be held for the next administration of the exam. The filing dates are:

   February 20, 2017
   April 20, 2017
   June 20, 2017
   August 18, 2017
   October 20, 2017
   December 18, 2017
   February 20, 2018

SALARY
Range A:  $9808-$13454 per month
Range B:  $10281-$14106 per month
Range C:  $10580-$14517 per month

EQUAL EMPLOYMENT OPPORTUNITY
The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran
status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

WHO CAN APPLY
Persons who meet the minimum qualifications (entrance requirements) as stated on this announcement should apply. This is an open examination. Applications will not be processed on a promotional basis and career credits do not apply.

MINIMUM QUALIFICATIONS
Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California (originally known as California Board of Medical Quality Assurance) or the California Board of Osteopathic Examiners. (Applicants who are in the process of securing approval of their qualifications by the Medical Board of California or the Board of Osteopathic Examiners will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)
And
Either One:
Successful completion of one year of graduate study toward a Master’s Degree in Public Health or its equivalent in a recognized school of public health.

Or Two:
One year of public health medical experience in a public health agency.

Or Three:
Two years of full-time experience in preventive medicine in the military service; or two years of post-graduate training or experience in an accepted specialty in an approved hospital or institution.

GENERAL QUALIFICATIONS
In addition to the scope defined on this announcement, candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required.

POSITION DESCRIPTION
TYPICAL TASKS
A Public Health Medical Officer II independently performs responsible public health medical work either in carrying out a major assignment for the Department of Public Health or does special medical work in the public health program in conjunction with or at the direction of qualified specialists; assists the various divisions of the Department in performing general medical work in a public health program in the offices, laboratories, or clinics; evaluates the effectiveness of administrative, diagnostic, preventive, and therapeutic procedures being used; carries on research programs; directs and works with registered nurses, public health nurses, sanitary inspectors, bacteriologists, communicable
disease specialists, industrial hygienists, toxicologists, epidemiologists, statisticians, and other professionals in special public health programs; and addresses, community groups on various public health subjects; prepares correspondence and reports.

**HOW TO APPLY**

To apply for this examination, please complete and return the following:

**STANDARD STATE APPLICATION (FORM 678)**

**COPY OF UNOFFICIAL/OFFICIAL COLLEGE TRANSCRIPTS**

**TRAINING AND EXPERIENCE QUESTIONNAIRE**

Applications and any additional documents must be submitted via the U.S. Postal Service or hand delivered to the Department of Public Health Human Resources Office (hours are 8:00 AM to 5:00 PM). Submit ([California State Application STD 678](#)) and any additional documents to:

DEPARTMENT OF PUBLIC HEALTH
Examination Services Unit
1615 Capitol Ave., 4th floor, Suite 73-430
P.O. Box 997378 MS 1700 – 1702
Sacramento, CA 95899-7378

**DO NOT SUBMIT APPLICATIONS**

**TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES (CalHR)**

**THROUGH EMAIL**

**THROUGH FAX**

**THROUGH INTER-AGENCY MAIL**

**CONTACT INFORMATION**

All questions regarding the minimum qualifications, applying for the examination, being scheduled for the examination, reasonable accommodations, the examination components, scoring, etc., may be directed to the contact information below:

**PHONE NUMBER:**  916-650-0436

**EXAMINATION INFORMATION**

The entire examination consists of an evaluation of training and experience weighted 100%. The Training and Experience Questionnaire has been designed to elicit specific information regarding each candidate’s education and experience relative to the testing classification. Responses to the questionnaire will be assessed based on pre-determined rating criteria. In appraising the relative qualifications of candidates, consideration will be given to the extent and type of pertinent experience and education over and above what is minimally required.

To obtain a questionnaire click on the following link: [PHMOSeriesExaminationApplicationPackage.pdf](#)
The Department of Public Health reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

**REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION**

It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application. Your signature on your application indicates that you have **read**, **understood**, and **possess** the basic qualifications required.

**NOTE:** Applications must include “to” and “from” dates (month/day/year), time base, job titles and/or civil service class title(s), and range (if applicable) for all work experience. College course Information must include title, number of semester or quarter units, name of institution, completion dates, and degree. Applications received without this information will be rejected. Applicants must submit a copy of unofficial/official transcripts along with the application when using education to meet the entrance requirements for this examination.

**SCOPE OF EXAMINATION:** Ratings will be determined based on the depth and breadth of professional education and experience beyond what is minimally required. Emphasis will be placed on measuring:

**Knowledge of:**
1. Current principles and practices of general medicine and skill in their application, including preventive medicine.
2. Principles and practices of public health administration.
3. Key public health topics including communicable disease; occupational and environmental health hazards; injury; maternal child and adolescent health; chronic disease.
4. Public health nursing principles and practices as necessary.
5. Purposes and organization of the State Department of Public Health and interrelationships of Federal, State, and local health agencies.
6. Department’s administration policies, including equal employment opportunity/affirmative action program objectives.
7. Principles and practices of quality improvement.
8. Social determinants of health and principles of health equity.
10. Evidence-based practice.
11. Clinical preventive services and the application of screening tools/programs to identify risks for disease or injury, and opportunities to promote wellness.

**Ability to:**
1. Develop and implement a plan, with measurable goals and objectives, to address a specific health issue or problem.
2. Conduct project management, including planning, organizing, and directing the work of multidisciplinary professional and administrative staff.
3. Analyze situations and translate epidemiologic findings into recommendations and actions for a specific intervention or policy to address a public health problem.
4. Communicate clearly and effectively to a variety of audiences, both orally and in writing.
5. Identify stakeholders and their interests and to establish and maintain cooperative relationships and partnerships.
6. Use information technology for specific applications relevant to public health and general preventive medicine.
7. Interpret relevant laws and regulation relating to protection and promotion of the public’s health.
8. Identify ethical, social, and cultural issues relating to policies, risks, research, and interventions.
9. Characterize the health of a community through analysis and interpretation of existing data.
10. Critically review the scientific literature on a specific health issue.
11. Apply program evaluation methods and performance measures.
12. Ability to assess the impact of the health service delivery systems on the health of a defined population.

ELIGIBLE LIST INFORMATION
In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. Names of successful competitors are merged into a departmental open list established for use by the California Department of Public Health in order of final scores regardless of testing date. Eligibility expires 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period. All candidates meeting the minimum qualifications will be placed on the eligible list.

VETERAN’S PREFERENCE
Will be awarded in this examination, pursuant to Government Code Section 18973.1, effective January 1, 2014, as follows: 1) Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for veterans’ preference; 2) An entrance examination is defined, under the law, as any open competitive examination; 3) Veterans’ Preference is not granted once a person achieves permanent civil service status.

HOW TO APPLY FOR VETERANS’ PREFERENCE
The California State Jobs’ website (www.jobs.ca.gov) has information on how to apply for Veterans’ Preference on their website and on the Application for Veterans’ Preference form (CalHR 1093) (https://jobs.ca.gov/PDF/SPB1093.pdf). Additional information is also available at the Department of Veterans Affairs website (http://www.cdva.ca.gov).

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.

The California Relay (Telephone) Service for the deaf or hearing impaired:
MCI from TDD: 1-800-735-2929  MCI from voice telephone: 1-800-735-2922
Sprint from TDD: 1-888-877-5378 Sprint from voice telephone: 1-888-877-5379
CONDITIONS OF EMPLOYMENT (631)
Examination Title: Public Health Medical Officer II

Name: _____________________________ (Print: first, middle initial, last)

Final Filing Dates:

February 20, 2017
April 20, 2017
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February 20, 2018

If you are successful in your examination your name will be placed on the active employment list and certified to fill vacancies according to the conditions you specify on this form. If you are unwilling to accept work or do not reply promptly to communications your name will be placed on the inactive list.

Locations in which you are willing to work:
Please check your choices - you will not be offered a job in locations not checked.

Contra Costa County (0700) _____
Sacramento County (3400) _____

TYPE OF EMPLOYMENT DESIRED:

ON A PERMANENT BASIS, I AM WILLING TO WORK:

_____ Full Time
_____ Part Time (regular hours less than 40)
_____ Intermittent (on call)
_____ Limited Term

ON A TEMPORARY BASIS, I AM WILLING TO WORK:

_____ Full Time
_____ Part Time (regular hours less than 40)
_____ Intermittent (on call)
_____ Limited Term

It is your responsibility to notify the Department of Public Health, Examination Services Unit, of any changes in your address or availability for employment. All correspondence must include your name, examination title, and identification number.

Signature: _____________________________ Date: _____________________________