

NYC Department of Health and Mental Hygiene
Bureau of Correctional Health Services

Civil Service Title:	City Research Scientist	Level:	I
Title Code No.:	21744	Salary:	\$54,080 Flat Rate
Office Title:	HIV Program Analyst	Work Location:	Queens, NY (Riker's Island)
Division/Work Unit:	Health Care Access and Improvement/Bureau of Correctional Health Services	No. of Positions:	1
Hours/Shift:	Full-time	Position(s)#:	711284
<u>DIVISION/PROGRAM DESCRIPTION:</u>			
The Bureau of Correctional Health Services (CHS) coordinates comprehensive medical, dental, mental health and discharge planning services for inmates in New York City's correctional facilities. CHS provides health care on a 24 hour a day, 7 days a week basis. This is accomplished through the direct provision of care, as well as, through contracted provider services. There is an extensive monitoring program to ensure that patient needs are met within established health care guidelines.			
<u>JOB DESCRIPTION:</u>			
The Division of Health Care Access and Improvement/Bureau of Correctional Health Services has a vacancy for a City Research Scientist I to work with the Director of HIV Services supporting the HIV testing and care within the NYC jail system.			
Responsibilities:			
<ul style="list-style-type: none"> • Develop a comprehensive understanding of HIV and other data collection methods, analysis and reporting requirements. • Maintain ongoing data collection required for reporting program outcomes. • Maintain relationships with HIV staff, other colleagues in NYC correctional system and the community. • Assist Director and Medical Department with training and transition to electronic medical record (EMR). • Work closely with health educators/discharge planners on a daily basis. • Daily collection and analysis of patient encounters and other HIV related data, such as continuation of anti-retroviral therapy, follow-up of newly diagnosed HIV patients and connection to care in the community. • Assist with monthly reports and analysis of HIV testing and counseling program (over 30,000 HIV tests annually) in the NYC Correctional system. • Assist with the preparation of quarterly HIV case conferences and other trainings. • Assist with the collection and analysis of sexual assault data. • Assist with the collection and analysis of data for abstracts and possible publication. 			
<u>PREFERRED SKILLS:</u>			
Ability to learn the core functions of the Electronic Health Record (EHR); familiarity with Excel spreadsheets (creating and entering data); excellent writing, effective communication and interpersonal skills; able to work in a jail environment.			
<u>QUALIFICATION REQUIREMENTS:</u>			
<u>For Assignment Level I only:</u>			
A Master's degree from an accredited college or university with a specialization in an appropriate field of physical, biological or environmental science or in public health.			
<u>NOTE: NEW YORK CITY RESIDENCY IS REQUIRED WITHIN 90 DAYS OF APPOINTMENT.</u>			

To apply, please send CV/resume directly to M. Jaffer via email:
mjaffer@health.nyc.gov