



**Communicable Disease Control and Prevention Division**  
**QUALITY IMPROVEMENT**  
**ASSISTANT PROGRAM SPECIALIST, PUBLIC HEALTH NURSE (APS)**  
**VACANCY ANNOUNCEMENT**

The Quality Improvement Assistant Program Specialist, Public Health Nurse (QI-APS) promotes and provides technical assistance, in collaboration with the Department of Public Health's (DPH) Quality Improvement and Accreditation Unit, on quality improvement initiatives in the Programs of the Communicable Disease Control and Prevention (CDCP) Division (Acute Communicable Disease Control, Immunization, Public Health Laboratories, Tuberculosis Control, and Veterinary Public Health) as well as the Office of the Division Director.

**The QI-APS will perform the following duties:**

- Supports the Division Director and CDCP Programs to identify areas for quality improvement for nurses, physicians, and other health disciplines
- Participates in the planning and development of quality management/improvement activities to support and improve nursing and Program performance throughout the CDCP Division
- Selects quality improvement principles and tools that have the highest likelihood of success
- Establishes policies and procedures that reflect the goal of improving performance
- Assists in the development and evaluation of public health measures (population indicators and performance measures) that monitor and evaluate performance
- Implements quality improvement initiatives to continuously assess and improve the performance of CDCP Programs and services
- Evaluates quality improvement initiatives to assess progress toward goals, outcomes, and impact
- Shares experiences and lessons learned from quality management/improvement initiatives in the CDCP Division with other Divisions/Programs in DPH and with outside collaborators and stakeholders

**Minimum Requirements:**

- Valid CA RN license and Public Health Nurse Certificate issued by the CA Board of Registered Nursing and a CA Class C Driver's license
- Must currently hold the payroll title of an APS or be reachable on the APS list

**Desirable Qualifications:**

- Experience in QI
- Experience in policy and procedure development
- Strong interpersonal skills
- Self-motivated and flexible
- Strong desire to work with Programs to help improve the quality and performance of Program activities
- Proficient in Microsoft Office applications (Word, PowerPoint, Excel)
- Strong analytical and technical writing skills

**Work location:** CDCP Division Director's Office – 313 North Figueroa Street, Los Angeles, CA 90012

Interested candidates should submit a resume, copies of last two performance evaluations, and copies of last two years attendance record **by July 29, 2016** to:

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