

## **Alberta Health Services (AHS) and the Health Sciences Association of Alberta (HSAA)**

This classification specification identifies representative duties and responsibilities, and is intended to assist in the determination of the appropriate classification level within each discipline. Some duties and responsibilities may overlap between class levels. The classification specification is not intended to provide an exhaustive list of all duties performed.

Classification Title: **Public Health Inspector I**

Date Updated: **April 1, 2011**

### **Job Summary:**

The Public Health Inspector (PHI) I is the working level position performing inspections, investigations, risk assessments, conducting complaint follow-up, collecting samples, enforcing legal requirements and issuing orders. The PHI I also performs a health promotion role including providing consultation and referrals, information and education services to individuals, other health care providers and the community.

The PHI I (or Environmental Health Officer – EHO) enforces the *Public Health Act* and regulations pertaining to public health programs and concerns. All PHI's maintain Executive Officer status which provides the appropriate powers and delegations for enforcement and compliance.

### **Key Responsibilities and Typical Duties:**

#### **Core Duties**

PHI I's are responsible for all the duties listed below associated with a single program, area (e.g. housing) and/or geographical area.

- Investigates complaints and reports on confirmed or suspected public health nuisances, communicable diseases and other illnesses.
- Assesses potential health risks and public health nuisances through monitoring and/or inspection of facilities (e.g. food establishments, personal care facilities, work camps, recreational areas, water systems, etc.).
- Provides education, promotion programs and presentations to the public in areas of disease and injury control, safe food, safe drinking water, safe recreational water, safe indoor air, healthy environments and safe built environments.
- Creates and maintains appropriate records and databases for their assigned area.
- Establishes and maintains collaborative communication and positive relationships that promote public health within the workplace, community and the region, including liaising with both government and non-governmental agencies.
- May act as a media spokesperson for public health related issues and events including serving as a source of expertise regarding physical, chemical or biological hazards.

**Core Duties** (cont)

- Participates in disaster response planning and acts as a first responder to disaster situations including both man-made and natural disasters (e.g. chemical spills, pandemics and tornados).

**Leadership**

- Assists with orientation of new staff as required.
- Provides mentorship, instruction and evaluation for practicum students.
- Provides collegial/functional guidance and mentoring to new or less experienced inspectors.

**Decision-Making**

- Full and independent authority to issue orders and notices pertaining to violations within their jurisdiction.
- In case of immediate real/perceived public health threat decides upon and performs action necessary to protect public health.
- Performs investigations and assesses facilities and processes independently.
- Determines which situations warrant legal action and initiates process as appropriate.

**Knowledge:**

**Education**

- Bachelor Degree in Environmental Health, Public Health, or other related field.

**Registration Requirements**

- Certification by the Canadian Institute of Public Health Inspectors (CIPHI).

**Working Conditions:**

**Physical Demands**

- Required to carry testing instruments and supplies to sites.
- Required to assume awkward positions during inspections including bending, crawling, climbing ladders, etc.

**Work Environment**

- General office environment and:
- Significant, on-going and regular travel in all weather and road conditions.
- Exposure to unsafe buildings, hazardous conditions (chemical and toxins), allergens, communicable/infectious diseases, and risk of animal attacks/bites.
- Exposure to hostile individuals, verbal/physical aggression and threats.
- Includes outdoor work in a wide variety of weather conditions.