



**Request for Applications  
Technical Consultant, STD Clinic Services and Operations**

**Announcement Date: November 13, 2018 | Application Due Date: December 12, 2018**

**About NACCHO**

The National Association of County and City Health Officials (NACCHO) represents the nation's nearly 3,000 local health departments. These city, county, metropolitan, district, and tribal departments work every day to protect and promote health and well-being for all people in their communities. NACCHO provides resources to help local health department leaders develop public health policies and programs to ensure that communities have access to the vital programs and services people need to keep them protected from disease and disaster.

NACCHO's HIV, STI, and Viral Hepatitis program aims to strengthen the capacity of local health departments to prevent, control, and manage HIV, other STIs, and hepatitis in their communities. NACCHO supports these efforts by providing technical and capacity building assistance, developing and disseminating tools and resources, facilitating peer information exchange, and providing learning opportunities.

**Project Overview**

NACCHO is seeking a Technical Consultant (herein after referred to as "consultant") to work with its STD program to develop an implementation support package for the Centers for Disease Control and Prevention's (CDC) forthcoming *Recommendations for Providing Quality STD Clinical Services* (herein after referred to as "*Recommendations*").

The *Recommendations* will complement CDC's Sexually Transmitted Disease Treatment Guidelines, 2015 and serve as a tool to guide STD clinical practice standards. They are intended for clinical settings and their providers serving individuals in need of clinical services for STDs in the United States. The *Recommendations* will outline which STD-related clinical services should optimally be available in primary care and specialized STD care settings, and when STD-related conditions should be managed through consultation with or referral to a specialist. The guidance in the *Recommendations* applies to current and potential private and public providers of STD clinical services, including providers in primary care settings (e.g., internal medicine, family medicine, or obstetrics-gynecology private offices; school-based health or community health centers; correctional health care settings; or HIV-care clinics), as well as sites dedicated to STD service delivery (e.g., STD or sexual health clinics).

This project is supported by a cooperative agreement with CDC's Division of STD Prevention (DSTDP). The consultant will work in collaboration with NACCHO, its CDC partners, and an Advisory Group to develop the implementation support package, which will primarily focus on

STD clinical services provided by health departments at this phase in the project. It is expected that the package will include tools to assess alignment of current clinical service provision with the *Recommendations*; support decision-making regarding possible changes to clinical service provision (e.g., whether additional services can or should be made available); prioritize the addition of new or enhanced STD-related clinical services, if necessary, to facilitate the implementation of CDC's Sexually Transmitted Diseases Treatment Guidelines, 2015; and provide recommendations for taking action on next steps, among other helpful information for operationalizing the *Recommendations*.

### **Technical Consultant Position Summary**

The consultant will provide content expertise, guidance, and input on the development of the implementation support package. The consultant will work closely with NACCHO staff, its CDC partners, and the Advisory Group on the following activities:

- Review results of an environmental scan (to be conducted by NACCHO) of implementation support tools for clinical recommendations to identify potential approaches to developing an implementation support package for the *Recommendations*;
- Give feedback on the needs of STD clinics and other healthcare settings to assess their STD-related clinical service offerings, capacities, and policies and provide input on how clinics may go about determining necessary or desired changes to the STD-related clinical services offered, their capacity to make changes, and if necessary, how to make changes;
- Attend monthly conference calls with the Advisory Group to illicit their feedback on the needs of clinics to operationalize the *Recommendations* and discuss other matters relevant to the development of the implementation support package;
- Support development of the implementation support package, which will include writing content and designing tools to translate the *Recommendations* into action; and
- Incorporate, in collaboration with NACCHO staff, feedback from the Advisory Group and CDC to finalize the implementation support package.

The consultant will report to the Senior Program Analyst overseeing this project and the Director of NACCHO's HIV, STI, and Viral Hepatitis program. The contract end date is July 31, 2019, with the potential for extension based on project needs and the availability of funding. It is expected that there will be work each week, but that the schedule and obligations will vary weekly and a detailed schedule will be determined between the consultant and NACCHO.

### **Desired Qualifications**

The consultant should have:

- Understanding of the provision of STD clinical services. It is preferred but not necessary to have engaged with patients in an STD clinic setting in some capacity, such as through the provision of services (nurse, ANP/PA, physician) or case management.
- Experience with management of clinic operations.
- Be knowledgeable of the roles and functions of clinic staffing.
- Experience working with various stakeholders in public health clinical settings.
- Moderate understanding of billing and funding streams for publicly-funded health clinics and/or community health centers/FQHCs.

**Instructions to Apply**

Qualified candidates should apply by email and include a resume/CV and a letter of intent that outlines how the candidate meets the desired qualifications of this position and a description of capability to conduct the activities outlined above. Candidates should also provide an hourly rate requirement.

**The deadline for applications is December 12, 2018 and should be submitted as a single document by email to Rebekah Horowitz ([rhowitz@naccho.org](mailto:rhowitz@naccho.org)) with the subject line “Technical Consultant, Quality STD Services.”**

For questions, contact:  
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