



Department of County Management  
**MULTNOMAH COUNTY OREGON**  
Human Resources

Multnomah Building  
501 SE Hawthorne, Suite 400  
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(503) 988-5015 Phone  
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To: Hai Ta, Health Department, Communicable Disease Services  
From: Candace Busby, Classification and Compensation Unit (503/4)  
Date: November 30, 2009  
Subject: Reclassification Request # 1362 (New )

We have completed our review of your request and the decision is outlined below.

**Request Information:**

Date Request Received: November 24, 2009  
Current Classification: N/A  
Job Class Number: N/A  
Pay Grade: N/A

Position Number: TBD  
Requested Classification: Community Health Nurse  
Job Class Number: 6315  
Pay Grade: 6315

Request is: ☒ Approved as Requested  
☐ Approved - Revised  
☐ Denied

Effective Date: November 30, 2009

Allocated Classification: Community Health Nurse  
Pay Range: \$53,515.44 - \$70,219.44 Annually

Job Class Number: 6315  
Pay Grade: 6315

**Please note this classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 and may require Board of County Commissioners' approval. This decision is considered preliminary until such approval is received.**

**Position Information:**

☒ Vacant - see New/Vacant Section  
☐ Filled & incumbent reclassified - see Employee Information Section  
☐ Filled & incumbent not reclassified with position See New/Vacant Section

**New/Vacant Position Information:**

If the position is vacant or incumbent not reclassified with position, position must be filled in accordance with the normal appointment procedures. If position is reclassified due to reorganization, a limited recruitment process may be conducted. Please consult with the Department Human Resources Unit for assistance.

**Reason for Classification Decision:**

This new position is funded by a new grant from the Centers for Disease Control and Prevention. The grant requires a nurse with experience in epidemiology and quantitative analysis to conduct extensive pertussis case investigations and contact follow-up for cases in the Tri-County area. The duties include investigate and control the spread of pertussis and outbreaks by performing a comprehensive health assessment and providing pre or post exposure prophylaxis as appropriate. The position will provide comprehensive community health nursing services directed toward the prevention of pertussis and the promotion of health of the community. These responsibilities are consistent with the Community Health Nurse (6315) classification.

If you have any questions, please feel free to contact me at 503-988-5015 ext. 24422.

cc: Kathleen Fuller-Poe, HR Manager  
Joan Sears, HR Maintainer  
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