



**USF Job Class Description**

JOB CODE: 4700  
JOB TITLE: Biochemical  
Preparedness Consultant  
PAY PLAN: 21  
CAREER BAND: E  
FLSA: Exempt-Professional  
CBU : 29  
Effective : 04/20/2007

**Job Title: Biochemical Preparedness Consultant**

**Job Summary**

A Biochemical Preparedness Consultant is responsible for developing and enhancing a laboratory's capacity to diagnose and respond to acts of chemical or biological terrorism. This includes the ability to conduct rapid and accurate analyses for tracking, controlling and preventing infectious disease and proliferation of biological threat agents.

**Nature of Work**

This position typically reports to a Chair, Director or other appropriate administrator within the center or department. Currently, these jobs are located only in the Department of Global Health within the College of Public Health. Each Biochemical Preparedness Consultant is located on-site at one of the Department of Health's Bureau of Laboratories in Jacksonville, Tampa, Miami, Pensacola, or Lantana to provide training, guidance and consultation to first receivers and clinical/hospital laboratory staff. Where several Bioterrorism Response Consultants are located at one site, an experienced Consultant may serve as a Lead Consultant, providing overall direction to the group. As research and training in the field of bioterrorism grow, this job could be assigned to other programs at USF, as appropriate, that are addressing potential chemical and/or biological threats to Florida citizens.

Employees assigned to these positions must utilize considerable independent judgment; rational, clear thinking; and be able to draw upon professional training and experience in times of perceived or real threat of man-made or natural disaster. This work meets the FLSA criteria for a professional exemption since it requires advanced knowledge in a field of science which is predominantly intellectual in character and requires the consistent exercise of discretion and judgment.

**Examples of Duties**

The following list provides examples of the most typical duties for positions in this job class. Individual positions may not include all of the examples listed, nor does the list include all of the work that may be assigned to positions in this job class.

- Plans, develops, organizes and coordinates training for first receivers and personnel at hospital laboratories for the collection and rapid transport of specimens to CDC, Level 1, 2 or 3 LRN Laboratories. Establishes protocols for proper specimen collection, packaging and transportation during a chemical terrorism event.

- Plans, organizes, coordinates, develops and implements complex molecular methods for rapid and accurate analysis of specimens and isolates as directed.
- Ensures specimens are tested within specified time of receipt. Implements quality assurance standards that insure proper chain of custody, adequate security, transport and storage of specimens, secure and effective communication of laboratory results, and acceptable performance in an external proficiency test program.
- Provides consultation to Environmental Health Program Office, County Health Departments and other official agencies concerning the capabilities and capacities of the Bureau of Laboratories in the area of chemical or biological testing and field investigation.
- Coordinates with other state agencies, such as Department of Environmental Protection, Law Enforcement, Agriculture and consumer Services regarding methods of development and exchange of technical information.
- Recommends plan for rapid reporting and integration of laboratory information systems for test results, surveillance data, etc., for use by key agency personnel.
- Reviews technical/scientific literature. Represents the Bureau of Laboratories at meetings, conferences and lectures pertaining to laboratory analyses in response to chemical or biological terrorism.
- Assists in development, adaptation and implementation of new analytical and molecular techniques used to analyze clinical specimens and screen environmental samples for terrorism agents.
- Provides training to first responders concerning use of field instrumentation for screening suspect samples.
- Prepares necessary progress reports on current program activities as required. Complete, publishes and presents results of projects as appropriate.

#### **Minimum Qualification Requirements**

This position requires a Bachelor's degree in Chemistry, Biochemistry, Biology, or related scientific discipline with at least one year of directly related experience.

Specific Positions may require licensure or eligibility for Florida Clinical Laboratory license or Public Health Scientist license under Chapter 483, Florida Statutes.

#### **Special Working Conditions**

This position may be required to be on-call 24 hours/7 days/week. May be exposed to bloodborne and airborne pathogens; potentially hazardous biological and/or chemical samples; radiation, explosion, toxic substances.