

Chronic and Non-Communicable Disease Certificate: Career Snapshots by Sector

GOVERNMENT AGENCIES	SAMPLE RESPONSIBILITIES AND TASKS
<ul style="list-style-type: none"> • Centers for Disease Control and Prevention (CDC) • Massachusetts Department of Public Health (MDPH) • Boston Public Health Commission • Veteran’s Health Administration • National Institutes of Health (NIH) 	<ul style="list-style-type: none"> • Provide program advice and assistance, and carry out program activities in federal, state and local settings as well as international agencies addressing chronic disease prevention and management. Provide advisory services to agencies and organizations in developing, extending, and/or improving healthcare systems, public health strategies, communications and services. Conduct assessments, compliance reviews, and negotiate and approve corrective actions. • Develop and maintain effective cardiovascular, stroke prevention, diabetes prevention and control education activities that incorporate national partner (e.g. NDEP, AHA, ASA) materials and campaigns. Target disparate populations and the general public to increase awareness, prevention and disease self-management. Education activities also target health care professionals to increase knowledge of standards of care, influence quality of care, and increase collaboration and referral to community resources. Activities include researching, developing, editing, routing for approval and distributing news releases, social media posts, printed materials, manuals and other educational tools. Provide technical assistance to state and local agencies, organizations and coalitions. • Produce maps documenting geographic disparities for a specific disease state, such as the burden of heart disease and stroke morbidity and mortality. Administer databases for the Interactive Atlas of Heart Disease and Stroke. Promote the use of GIS for the surveillance, prevention and treatment of Heart Disease, Stroke and other Chronic Diseases. Disseminate maps and other GIS related materials produced alone and in collaboration CDC staff, state and local health departments and other partners. Coordinate with the communications team within the Division for Heart Disease and Stroke Prevention, via the Chronic Disease GIS Exchange, via manuscripts and government reports.

HOSPITALS, COMMUNITY HEALTH CENTERS & OTHER PROVIDERS	SAMPLE RESPONSIBILITIES AND TASKS
<ul style="list-style-type: none"> • Beth Israel Deaconess Medical Center • Massachusetts General Hospital • Southern Jamaica Plain Community Health Center • Mount Sinai Hospital • Kaiser Permanente 	<ul style="list-style-type: none"> • Oversee research on pediatric diabetes project operations, e.g., managing grant requirements, developing timelines and assuring that the project meets milestones, preparing and submitting human subjects research protocols and progress reports, preparing and delivering presentations for academic, clinical, and grantor audiences. Participate in working groups and support the development, testing, and implementation of evaluation instruments (mainly surveys and semi-structured interviews). Draft reports and manuscripts. • Coordinate a prevention program such as a childhood obesity program, targeting school, family, pediatric offices, and the community at large. Collaborate with schools, mission-aligned organizations, direct service organizations, and community-based organizations to ensure effective community input and development of shared goals for the program. Provide wellness programming, coordinate workshops and trainings, manage grant budgets, analyze data and share findings with school leaders and the community. • Promotes the successful implementation and conduct of clinical trials in cardiology by consulting with investigators on strategies for promoting participant recruitment and retention for clinical and health care delivery studies, including digital media approaches and modifications to inclusion/exclusion criteria to increase the eligible participant pool. Develops culturally-sensitive recruitment materials and uses them to raise awareness of hospital recruitment and retention services; conducts workshops for investigators and project coordinators. Builds public trust in clinical and translational research through patient and community engagement activities. Partners with evaluators to develop effectiveness measures for new and existing recruitment and retention activities; tracks impact of strategy; and adjusts strategy based on evaluation results.

ASSOCIATIONS, NGO'S, NON-PROFITS, AND ADVOCACY GROUPS	SAMPLE RESPONSIBILITIES AND TASKS
<ul style="list-style-type: none"> • American Diabetes Association • Association of Maternal & Child Health Programs • American Heart Association • Community Catalyst • Fund for Public Health New York 	<ul style="list-style-type: none"> • Manage stroke prevention program. Provide case management and education services for complex chronic care patients, and coordinate services provided by a team of clinicians, educators, and data entry staff and volunteers. Conduct monitoring and evaluation of project activities and perform data collection. Formulate work plans, timelines, and activities. Draft reports, budgets, memoranda of understanding, and work plans. • Serve as primary relationship manager for a portfolio of state-based health systems accounts, corporate and foundations partners, endocrinology groups, and individuals impacted by diabetes to oversee account planning processes. Responsible for delivering on the most effective and appropriate evidence based strategies in order to promote diabetes prevention, management to improve patient and community outcomes and overall organizational priorities. Advance Association advocacy efforts in market and serve as an ADA voice on community strategic task forces and diabetes coalitions • Identify, recruit and support technical assistance provided to a range of sites, such as city agencies, hospitals, universities, and/or community organizations that implement the NYC Food Standards. Support voluntary partnership with foodservice distributors on “Good Choice” through a range of activities, including preparing and presenting in meetings, assisting at external events, developing materials, and tracking grant deliverables. Serve as a representative of DOHMH with local stakeholders and work closely with external partners to provide training, education, and technical assistance. Conduct reviews of products to determine compliance with NYC Food Standards, provide assessments of menus, and coordinate related research and evaluation projects as needed. Keep abreast on current academic research on nutrition and diet related diseases (e.g. cardiovascular disease and diabetes). Perform other duties as assigned, such as drafting policy briefs, research papers, and reviews of scientific articles.

CONSULTING AND ACADEMIA	SAMPLE RESPONSIBILITIES AND TASKS
<ul style="list-style-type: none"> • American Institutes for Research (AIR) • Abt Associates • Mathematica Policy Research • University of California at San Francisco (USCF) • Harvard Chan School of Public Health 	<ul style="list-style-type: none"> • Provide advice and support in the areas of program evaluation and assessment of chronic disease prevention programs, leveraging knowledge of population programs funded by federal agencies. Conduct process, outcome, and impact evaluation of public health programs. Develop data collection instruments and protocols and support qualitative and quantitative data collection and analyses. Prepare proposals in response to federal request for proposals. • Research and analyze chronic disease prevention and management capacity-building strategies of organizations throughout the country; utilize project data, evaluation and outcome results to develop strategic recommendations for improvements to health promotion and disease prevention and provide technical assistance • Collect chronic disease project data, acquiring it through observation, structured interviews, library research, data processing methods, or other research methods. Records and/or codes data according to project requirements and established protocols. Processes, organizes and summarizes data, reporting experiment results using a variety of scientific, word processing, spreadsheet or statistical software applications or program platforms. Makes periodic reports of project status to supervisor or other research team personnel. May instruct other staff and students in research methods or techniques.

HEALTH INSURANCE FIRMS AND HEALTH INSURANCE FOUNDATIONS	SAMPLE RESPONSIBILITIES AND TASKS
<ul style="list-style-type: none"> • Blue Cross Blue Shield • Tufts Health Plan • United Health Group • Wellpoint Insurance • San Francisco Health Plan 	<ul style="list-style-type: none"> • Identify/implement workflows and process improvements to maximize quality, efficiency and affordability within Health and Medical Management. Present formal reports and summary presentations both within BCBSMA and to external audiences (providers and/or, delegated entities etc.). Oversee and manage the development of CMS Chronic Condition Mgt. & Quality Improvement Projects; develop project plan to ensure completion of all deliverables within CMS timeframes; facilitate mid-point check ins, review data, collaborate with program leaders on creating action plans to obtain submitted goals and complete annual submissions. Develop materials for clinical and operational departments as well as delegated entities as appropriate on key operational metrics and quality improvement measures such as HEDIS. • Conduct market assessments of best practices, analyze and interpret findings, and develop recommendations to meet organizational objectives. Advise and support the Plan on data analysis and reporting to support benefit cost, Care Coordination, and care management initiatives. Identify and assess opportunities for process/systems improvement. Liaise with multiple functional areas concerning the maintenance of benefit cost models and strategies. • Participate in data-related aspects of national multi-site health services and chronic disease epidemiologic research projects, including data management, technical specification development, data analysis, data presentation, and reporting with large electronic health record and medical claims datasets. Develop and maintain statistical programs in SAS to perform analyses and generate both routine and ad hoc reports, in close consultation with investigators, statisticians, senior programmers, and software developers. Provide day-to-day data management for projects, including communicating about data-related project status/obstacles/deliverables to internal as well as external stakeholders.