

COLSTRIP MEDICAL CENTER HEALTH & WELLNESS SPECIALIST

JOB TITLE: Health & Wellness Specialist

GENERAL SUMMARY OF DUTIES: Assists the Director of Health & Wellness in providing clinic, community and corporate health education and wellness training. Works under the supervision of the Director of Health & Wellness.

WORKING CONDITIONS: Hours of work vary. Works both inside the clinic, in the community and at the employer job-site. May be required to work on the weekend.

DUTIES:

1. Certified BAT/UDS Collector for drug and alcohol testing (maintain every 5 years) to include all DOT drug and alcohol testing regulations
2. Certified in NIOSH Spirometry and CAOHC Certified for audiogram testing (to include working with the mine under the CWHSP doing NIOSH spirometry's and chest x-rays.
3. Assists Director in planning and organizing Health & Wellness activities.
4. Ability to operate MEDX Lumbar Extension Equipment. (inputs MEDX encounters on spreadsheet to submit to Safety at mine)
5. Ability to understand and interpret graphs and reports.
6. Assists Director in marketing Health & Wellness programs.
7. Assists in scheduling patients.
8. Attends required meetings and participates in committees as requested.
9. Requires good communication skills and ability to speak to general public.
10. Maintain patient confidentiality.
11. Willing to learn and understand OSHA, MSHA and ANSI regulations relating to respirator fit-testing, audiograms and pulmonary function testing.
12. Must be willing to conduct after office hours drug and alcohol testing.
13. May require training in limited permit X-ray procedure and after hours call time. (Includes learning human anatomy and movement as well as going to Limited Xray class)
14. Performs other related work as required.

EDUCATION/TRAINING/EXPERIENCE:

1. Undergraduate degree in health related field or related industrial or clinical (medical) experience of 3 years.