

**800-028-01-A CCHD Job Positions with Essential Need for Cell Phone**

Job Position (Division)	Cell Phone Service Required	Justification of Essential Need
<p>APC Monitoring and Inspection Technician (APC)</p> <p>APC Monitoring and Inspection Supervisor (APC)</p>	Voice	<ul style="list-style-type: none"> <li>• When troubleshooting monitoring equipment in the field (off-site from office or away from phone access), required to have ability to call the equipment manufacturer for technical assistance. The manufacturer requires employee interaction with the equipment in order to provide technical assistance.</li> <li>• Necessary communication to coordinate in real time facility production, stack test contractors, and CCHD personnel during in the field facility stack test days. It is also necessary to communicate issues encountered and unplanned changes to methods that occur in the field. This is needed in order to provide appropriate approvals.</li> <li>• Necessary communication to fire department in case of out of control fire or when a violator is not willing to extinguish a fire themselves. These situations are typically encountered during open burning investigations.</li> <li>• Necessary communication to coordinate with other government agencies (police, fire, county health dept, Ohio EPA, USEPA, etc) when conducting joint inspections.</li> <li>• Necessary communication with through-the-probe third party auditors of air monitoring equipment since they are at ground level and need CCHD employees to provide in real time information from the equipment at a separate level/location. Also necessary when conducting required monthly checks of SHARP monitor when one person needs to be at inlet and one at the instrument, both on different levels.</li> <li>• Asbestos inspector employee is in the field for majority of the day conducting asbestos inspections at a variety of sites. Necessary communication of the employee to the asbestos contractors to coordinate exactly when they will be at the site so they can meet with access keys to the structure. If the asbestos inspector identifies issues, necessary to have ability to communicate with other government agencies (ODH, building dept, Ohio EPA NEDO, etc) to determine appropriate action and resolution.</li> </ul>
	Data	<ul style="list-style-type: none"> <li>• Required by USEPA in Quality Assurance Document 2.12 to use website Time.gov as the reference standard to calibrate the time on the monitoring equipment in the field (off-site from office). This occurs every time employee is at the site.</li> <li>• Necessary to have ability to look up regulations on websites when encountering issues or unplanned changes to during in the field facility stack test days in order to provide appropriate approvals.</li> <li>• Necessary to have ability to look up regulations and guidance when encountering issues or unknown situations with air</li> </ul>

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		monitoring equipment, inspection sites, etc. <ul style="list-style-type: none"> <li>• Convenient (and most efficient), but not necessity, to have ability to look up other required information in real time in the field in order to avoid delays to the regulated community and the employee.</li> </ul>
	Text	<ul style="list-style-type: none"> <li>• Not essential need but convenient in lieu of voice in some cases. If doesn't incur additional cost when getting other required services, then can get this service.</li> </ul>
Disease Intervention Specialist (DIS)	Voice	<ul style="list-style-type: none"> <li>• The DIS interview and counsel patients and perform investigations to locate people who may be at risk for STD and refer them for examination, treatment, and counseling. Necessary communication with newly diagnosed cases and named partners is an essential role of the DIS.</li> <li>• The DIS needs to be mobile in the role. They need to be reachable not only by the supervisor, but also by clients. The cell phone is necessary to allows them to quickly connect with the right resources.</li> <li>• The DIS roles requires flexibility with normal work hours and requires the quick connectivity with clients due to the nature of the diseases investigated.</li> </ul>
	Text	<ul style="list-style-type: none"> <li>• Essential need as some individuals are more comfortable with texting and it is important that the DIS maintain communication in the format most comfortable for the client so that communication and compliance be gained.</li> </ul>
WIC Breastfeeding Peer Helpers  WIC Breastfeeding Coordinator (BFC)/Peer Helper Supervisor	Voice	<ul style="list-style-type: none"> <li>• Cell Phones are provided to WIC Breastfeeding Peer Helpers per direction of the State of Ohio WIC Office. State WIC Policy states that local WIC agencies should provide breastfeeding support outside of normal clinic hours for a successful Peer Helper Program (State WIC Policy Section 406). Cell Phones are provided primary to support our WIC clients during non-business hours.</li> <li>• Cell Phones can also be used by WIC Peers Helpers during work hours in the clinic setting when office phone lines are not available; also, it's useful to call from the phone number that staff would like the participant to return their call to, as the number would be found in most phone's caller identification session.</li> <li>• NOTE: Several Stark County WIC Clinic sites have only one phone line for the Clinic; Cell Phones allow for Peers to make their required calls while not monopolizing the Clinic phone line.</li> <li>• Convenient, but not necessity: Peer Helper Cell Phones are a means of communication between WIC Supervisors and Peers when working at different office locations or from the home setting after business hours.</li> </ul>

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	Text	<ul style="list-style-type: none"> <li>• (Same as above) Cell Phones are provided to WIC Breastfeeding Peer Helpers per direction of the State of Ohio WIC Office. State WIC Policy states that local WIC Agencies should provide breastfeeding support outside of normal clinic hours for a successful Peer Helper Program (State WIC Policy Section 406). Cell Phones are provided primary to support our WIC clients during non-business hours.</li> <li>• Ideally, the WIC Supervisors prefer contact with Program participants over the phone to be voice contacts. We have found that often times, participants prefer to contact WIC Peer Helpers via text message. Peer Helpers are not to counsel via text messages, but this is a convenient way to set-up a time to talk to the WIC participant or schedule an in-office visit.</li> <li>• Convenient, but not necessity: Text messaging is used often between WIC Peer Helpers and WIC Supervisory Staff (Director, Breastfeeding Coordinator, and the WIC Site Supervisors). Texting can be used as a means of reporting daily attendance information or other details needed related to work duties/work time reporting.</li> </ul>