
Job Title	Interviewers
PVN ID	QC-2208-005050
Category	Research
Location	QUEENS COLLEGE
Department	Commoner Center
Status	Full Time
Salary	Depends on qualifications
Hour(s) a Week	35
Closing Date	Oct 29, 2022 (Or Until Filled)

General Description

INTERVIEWERS - WORLD TRADE CENTER HEART PROJECT

The Barry Commoner Center for Health & the Environment, located at Queens College, CUNY, is an environmental and occupational health research institute. The mission of the Center is to identify and help rectify environmental and occupational threats to human health. Areas of current research include air pollution, immigrant and occupational health, lung cancer screening, and World Trade Center 9/11 health effects.

Work Type: We are seeking interviewers for follow-up to the World Trade Center Heart Study at the Commoner Center, Queens College. Full time for English interviewer and part time for Spanish and Polish interviewers.

Location: Barry Commoner Center /Queens College and home (hybrid)

The technicians' interviewers (3) will work on the World Trade Center Heart Study at the Barry Commoner Center at office and at home (hybrid). S/he will assist the project coordinator with the active annual follow-up consisting of:

TECHNICIAN INTERVIEWER Responsibilities:

1. Contact and invite all the current WTCH participants to re-consent with them by email, mail, and phone, using the Consent Form.
2. Enter sensitive and confidential medical data, using FileMaker Pro database
3. Administer the survey online (when an email is available), by mail, or by telephone interview (in case of no response by email or mail), checking for and making attempts at obtaining any missing information in the data collected.
4. Assess incident cardiac and incident neurologic events in a standardized self-administered survey conducted either online, by mail or by phone for events since last contact 2018.
5. Perform interviews by phone for all subjects with suspected CV events, including positive report of cardiac symptoms, myocardial infarction, neurological symptoms, and/or stroke.

5.1 Obtain all positive interviews, all necessary physician, hospital, or death documents as recorded.

5.2 Request the medical chart for abnormalities pertaining to the study after obtaining written informed consent (HIPPA form).

Other Duties

Liaise between hospitals and participants for medical records, including conducting discussions with physicians and nurses. Schedule (online and in person) visits to the World Trade Center Heart program at Mount Sinai Hospital. Generate reports on request for Principal Investigator and summarized findings. Maintain study records custody and create a filing system for highly sensitive medical information. Participate in meetings and training for databases. Print and send the annual WTC-Heart Newsletter

Qualifications

Minimum Qualifications

Bachelor's degree in science, biology or related, with at least two years of relevant work experience in health research studies (observational or clinic) and a recommendation from a previous employer.

- Interviewer #1 (Full-time) must be fluent in English; Interviewer #2 (60% time) must be fluent in English and Spanish; and Interviewer #3 (30% time) must be fluent in English and Polish, both written and verbal.

Salary: \$34,000 - \$36,000 per year full-time; prorated for part-time.