

PART II	HAWAII HEALTH SYSTEMS CORPORATION	2.620
	STATE OF HAWAII	2.621
		2.622
		2.623
		2.624

Minimum Qualification Specifications
for the Classes:

HOSPITAL ENVIRONMENT OF CARE/SAFETY OFFICER I, II, III, IV, & V

Education Requirement:

Bachelor's degree from an accredited four (4) year college or university.

Excess work experience of the type and quality described below or progressively responsible professional work experience which provided knowledge, skills and abilities equivalent to those normally acquired in four (4) years of successful study leading to a bachelor's degree may be substituted for education on a year-for-year basis. To be acceptable, the experience must have been of such scope, level and quality as to assure the possession of comparable knowledge, skills, and abilities.

The education or experience background must also include demonstrated ability to write reports, read, comprehend and interpret complex written material, speak effectively and solve complex problems logically and systematically.

Experience Requirements:

Except for the substitutions provided for in this specification, applicants must have had progressively responsible experience of the kind and quality described below:

Class Title	Experience (years)
Hospital Environment of Care/Safety Officer I	0
Hospital Environment of Care/Safety Officer II	1
Hospital Environment of Care/Safety Officer III	1 – ½
Hospital Environment of Care/Safety Officer IV	2 – ½
Hospital Environment of Care/Safety Officer V	3 – ½

Professional work experience which demonstrated general knowledge of public and/or private health care safety and environment of care programs; Joint Commission on the Accreditation of Health Care Organization (JCAHO) and Medicare, Medicaid standards; National Fire Protection Association (NFPA) Life Safety Codes and all other federal, state and local regulatory compliance programs observed by health care organizations.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate that he has the ability to perform the duties of the position for which he/she is being considered.

Selective Certification:

Specialized knowledges, skills and abilities may be required to perform the duties of some positions. In such positions, applicants may be restricted to those who possess the pertinent experience and/or training required to perform the duties of the position.

Departments requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position.

Physical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Disabilities in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information including the results of the medical examination, and requires the approval of the VP/Director of Human Resources.

Mental/Emotional Requirements:

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

This is the first minimum qualification specifications for the class, HOSPITAL ENVIRONMENT OF CARE/SAFETY OFFICER V.

This is an amendment to the minimum qualification specifications for the classes, ENVIRONMENT OF CARE/SAFETY OFFICER I - IV, to include the mental/emotional requirement, effective May 1, 2005.

This is the first minimum qualification specifications for the classes, HOSPITAL ENVIRONMENT OF CARE/SAFETY OFFICER I, II, III & IV.

DATE APPROVED: April 21, 2008

JANICE WAKATSUKI
VP/Director of Human Resources