

4736.0110 PERSONNEL STANDARDS.

Subpart 1. **Purpose of standards.** This part establishes minimum standards for training, experience, and skill for the community health services administrator under Minnesota Statutes, sections 145A.09 to 145A.13. This part does not apply to employees of community health boards with a personnel system approved by the United States Civil Service Commission.

Subp. 2. **Persons who must meet standards.** A community health board must have a community health services administrator. Persons who are appointed as community health services administrators after March 21, 1994, must meet the minimum training and experience standards of this part.

Subp. 3. **Minimum training and experience standards for community health services administrators.** A community health services administrator must have:

A. a baccalaureate or higher degree in administration, public health, community health, environmental health, or nursing, and two years of documented public health experience in an administrative or supervisory capacity, or be registered as an environmental health specialist or sanitarian in the state of Minnesota and have two years of documented public health experience in an administrative or supervisory capacity;

B. a master's or higher degree in administration, public health, community health, environmental health, or nursing, and one year of documented public health experience in an administrative or supervisory capacity; or

C. a baccalaureate or higher degree and four years of documented public health experience in an administrative or supervisory capacity.

Subp. 4. **Community health services administrator skills.** The documented experience of a community health services administrator must include skills necessary to:

A. direct and implement health programs;

B. prepare and manage budgets;

C. manage a planning process to identify, coordinate, and deliver necessary services;

D. prepare necessary reports;

E. evaluate programs for efficiency and effectiveness;

F. coordinate the delivery of community health services with other public and private services; and

G. advise and assist the community health board in the selection, direction, and motivation of personnel.

Subp. 5. **Additional personnel standards.** Persons implementing or supervising community health services programs by agreement with the commissioner shall meet the personnel standards required in those agreements.

Statutory Authority: *MS s 145A.12*

History: *18 SR 2044*

Published Electronically: *July 12, 2006*