

## 310.14

### Lead Clinic Staff Guidelines

#### Qualifications and Requirements

##### Qualifications

Lead clinic staff may be divided up into different disciplines (support staff, dietitians, and nurses). Lead clinic dietitians and nurses must be registered in the State of Iowa. A support staff lead clinic person must have a high school diploma or the equivalent.

##### Desirable Skills

The following experiences or skills are desirable:

- Supervisory experience,
- Computer skills, specifically word processing and/or data entry,
- Ability to work well with a diverse population of low-income persons with possible language/cultural barriers, and
- Ability to work with community leaders and health professionals.

##### Physical Requirements

This position may involve lifting up to 50 pounds.

##### Travel Requirements

Travel to outlying clinic sites may be required. Driving responsibilities and transportation scheduling are determined at each agency.

##### Supervision of Lead Staff

Lead staff are responsible to the agency's WIC program coordinator and receive technical assistance from staff **at** the state WIC office.

##### Responsibilities

Lead Clinic Staff must have the knowledge and ability to make clinic decisions in the absence of the WIC Coordinator.

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