



**Public Health**  
Prevent. Promote. Protect.

**Department of: HEALTH**

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# Board of Chosen Freeholders County of Burlington New Jersey



Physical Address:  
15 Pioneer Boulevard  
Westampton, NJ 08060

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49 Rancocas Road  
P.O. Box 6000  
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Clinical Unit Supervisor	
Supervisor: Medical Director	
Mission:	To ensure that clinical staff are familiar with their responsibilities and the clients are treated professionally throughout the Emergency Medical Site.
<b>Activation (Phase I &amp; II)</b>	
<input type="checkbox"/> Report to Medical Director <input type="checkbox"/> Identify immediate resource needs <input type="checkbox"/> Appoint and orient staff to clinical roles <input type="checkbox"/> Oversee the set up clinical unit workstations <input type="checkbox"/> Identify additional staffing and supply needs and communicate to Logistics Officer <input type="checkbox"/> Appoint leaders in each area <input type="checkbox"/> Ensure coordination with clerical unit workstations	
<b>Operation (Phase III)</b>	
<input type="checkbox"/> Oversee training and orientation of staff <input type="checkbox"/> Ensure that required supplies are available to clinical unit staff <input type="checkbox"/> Assess staff and supplies at the end of each shift <input type="checkbox"/> Communicate additional staff and supply needs to the Logistics Officer <input type="checkbox"/> Monitor client flow through the Emergency Medical Site <input type="checkbox"/> Assess Clinical Unit performance and make changes as necessary	
<b>Deactivation (Phase IV)</b>	
<input type="checkbox"/> Close out logs when authorized by the Medical Director <input type="checkbox"/> Oversee closing and clean-up of Clinical Unit stations <input type="checkbox"/> Return supplies to Logistics Officer <input type="checkbox"/> Ensure safe disposal of medical and biohazard waste in coordination with Logistics Officer <input type="checkbox"/> Complete all required documentation <input type="checkbox"/> Submit all required documentation to the Medical Director <input type="checkbox"/> Participate in recovery activities as directed by the Medical Director	