



August 19, 2026

Steven Whritenour, Chairman
Marion County Board
Marion County Courthouse
Salem, IL 62881

Dear Mr. Whritenour,

The Marion County Health Department's Board of Health has six (6) members whose terms will expire on November 30, 2026. According to the Bylaws for Boards of Health, the following are necessary:

- One member has to be from the Marion County Board.
- Two members shall be current Illinois licensed medical physicians and Marion County residents. One of the medical physicians must also be willing to be Marion County Health Department's Medical Supervisor. The list of the Medical Supervisor's duties and responsibilities is attached.
- One member shall be a current Illinois licensed dentist and a Marion County resident.
- The other two members needed must be Marion County residents.

All terms begin on December 1, 2026. All terms are for three (3) years except for the Marion County Board Representative; their term is for one (1) year.

Anyone interested in serving on the Marion County Health Department's Board of Health must submit a written notice/resume to Melissa Mallow, Administrator of the Marion County Health Department at mmallow@marionco.illinois.gov. All written notices/resumes must be submitted to Melissa Mallow by September 11, 2026.

Respectfully,

Melissa Mallow, BA, LEHP
Administrator
Marion County Health Department

As MCHD's Medical Supervisor, you will need to sign the standing orders for:

All pediatric and adult immunizations:

- ACIP recommended
- International Travel
- COVID-19
- RSV
- Mpox
- Influenza

Pediatric Lab procedures and testing for children and adolescents through the age of 17 years:

- Prenatal and postpartum depressions screens
- Hemoglobin testing via finger stick
- Urine pregnancy test
- Venipuncture and laboratory testing
- Glucose screening
- Blood Pressure checks
- Nursing physical assessments
- Head Lice screening
- Lead risk assessment, screening and testing by finger stick or venous blood draw
- Vision & Hearing screening
- Well child exams
- Fluoride varnish application
- Early and Periodic Screening Diagnosis and Treatment (EPSDT), undressed pediatric exams
- Developmental Screenings (ASQs)
- Urine test for Gonorrhea and Chlamydia
- Throat and/or rectal swab for Gonorrhea and Chlamydia
- Syphilis test by venous draw
- HIV test by venous draw
- Emergency Medical Use (Epi pen)
- TB screening and testing
- COVID-19 Antigen Testing

Adult Lab Procedures and testing:

- Urine pregnancy test
- Venipuncture and laboratory testing
- Glucose screening
- Blood Pressure checks
- Lead risk assessment, screening and testing by finger stick or venous blood draw
- Urine test for Gonorrhea and Chlamydia
- Throat and/or rectal swab for Gonorrhea and Chlamydia
- Syphilis test by venous draw
- STI treatment
- HIV test by venous draw
- Emergency Medical Use (Epi pen)
- TB screening and testing
- COVID-19 Antigen Testing

FIT testing (Fecal Immunochemical testing)

As our Medical Supervisor, you will need to sign an authorization form that allows the MCHD LPN to perform the same duties of a MCHD RN.

As our Medical Supervisor, you will be the VFC Medical Director for MCHD's Salem site and Centralia site. You will need to sign the Provider Agreement so MCHD can participate in the VCF program.

As our Medical Supervisor, you will need to sign an authorization form that authorizes MCHD to use your medical license and sign your name for the following purposes:

- Vaccine ordering (VFC, CHIP, and Private Pay)

- Medication ordering from IDPH for STI treatment.

- FIT testing supplies

- Emergency Use Medicine (Epi pens) ordering

- Medical Supplies Ordering

MCHD orders vaccine from Vaccine Shoppe (Sanofi), GSK, Pfizer, Merck and FFF Enterprises)