**Section 600.300 Executive Officer**

a) A Certified local health department shall have an executive officer. The Department shall approve any individual as an executive officer of a local health department if the individual meets the minimum qualifications for either a Public Health Administrator set forth in Section 600.310 or Medical Health Officer as set forth in Section 600.320 and has been appointed as such by the board of health.

b) The local health department shall apply to the Department for approval of the qualifications of the individual who will serve as the local health department's executive officer.

c) Application for approval shall be made to the Department on the Personnel Information Form, which shall be provided by the Department.

d) The Department shall review the application and shall determine whether the applicant meets the requirements of this Subpart. An applicant shall be notified of the Department's determination, in writing, within 45 days of receipt of the complete application.

e) If the executive officer of the local health department is a Public Health Administrator, medical supervision shall be made available by the local board of health as applicable. A physician licensed to practice medicine in all its branches in Illinois shall be available for consulting with the Public Health Administrator. The board of health shall maintain documentation of compliance with this subsection.