

## **Associate, Healthcare Data Analysis**

---

Reports To: Director, Beacon Program

**Rhode Island Quality Institute (RIQI)** is a non-profit organization dedicated to improving the quality, safety, and value of healthcare in the state of RI. The Beacon Program is designed to produce measurable improvements in healthcare quality, utilization, and population health through the implementation of Health IT coupled with Patient Centered Medical Home (PCMH) activities and processes.

### **Description:**

---

*To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required for this position. Reasonable accommodations may be made, upon request, to enable individuals with disabilities, who otherwise meet the qualifications, to perform the essential functions of the position.*

### **Job Summary:**

The Healthcare Data Analysis function supports data management, analytics, and reporting activities for RIQI in support of its healthcare analytics functions and capabilities. The Data Analyst validates, transforms, and analyzes healthcare data and represents the analytic output as charts, graphs, pivot tables, dashboards, and correlations using graphics tools in Excel or other analytic and presentation software, including novel data visualization techniques. The Analyst performs comparative and correlative analyses that make inferences for community discussion and collaboration. The Analyst creates and modifies Dashboards and Pivot tables using business intelligence tools (InterSystems DeepSee) and modifies the data model as necessary.

### **Essential Duties & Requirements:**

- Provides analysis for quarterly data collection, validation, transformation, and presentation.
- Transforms, validates, and models healthcare data with the purpose of understanding or making inferences for decision or management purposes.
- Responds to requests for statistical analyses including mean, median, range, standard deviation, confidence intervals, statistical significance, and correlation analysis.
- Uses data visualization tools to provide insight into data and improves the aesthetics of graphically presented analyses.
- Assists with writing and formatting technical documentation and project documentation.
- Suggests changes to data processing methods and assesses the impact of changes on existing methods.
- Creates and modifies Dashboards and Pivot tables using the DeepSee analysis tool.
- Modifies the DeepSee data model as needed to accommodate new data.
- Performs other project duties as assigned.

## **General Requirements:**

- Sound understanding of and experience with Information Technology and Systems and associated processes (development life cycle, testing processes, support, etc.).
- Strong problem analysis and problem-solving skills. Comfortable working with data.
- Extensive experience with MS Excel, using pivot tables and charts creation.
- Competence with MS Office applications.
- Strong dimensional data modeling experience, including understanding of data mart fact tables, dimensions (star schemas), and measures.
- Understanding of ETL (extraction, transformation, and load) processes.
- Strong T-SQL skills.
- Experience with programming using MDX queries (multi-dimensional expressions).
- Ability to work with XML.
- Understanding of InterSystems technologies such as Caché Objects and Caché ObjectScript.
- Experience with analytic reporting tools and data visualization tools.
- Effective verbal communication skills; strong analytical and technical writing skills.
- Strong organizational skills (demonstrated ability to manage multiple projects and priorities).
- Excellent interpersonal skills; ability to work both independently and as part of a multi-disciplinary team with minimal supervision.
- Desire and ability to learn new skills, systems, and processes.

## **Minimum Qualifications**

---

### **Education and Experience:**

- A BA/BS degree in Health Sciences, Business, Computer Science or Information Management.
- Three to five years experience in health services data for quality improvement, reporting, or analytic purposes.
- Experience working with data elements, data definitions/dictionaries, user documentation, and data collection.
- Experience with XML.
- Experience with data modeling.
- Meticulous attention to detail due to the sensitivity of data.

### **Desired Qualifications**

---

- Healthcare background desirable.
- Working knowledge of health information systems and standard clinical terminologies - a plus.
- Experience with pivot tables and charts.
- Strong project coordination skills.

### **Licenses and/or Specialized Knowledge:**

None

**Supervisory Responsibilities:**

None

**Work Environment:**

This position will work in normal business office conditions.

**Physical Demands:**

The tasks of this position are typical for working in an office environment. An associate is regularly required to perform tasks while sitting at a desk, using normal hand dexterity. Mobility is required, including standing, moving about, and sitting. Occasional travel out of the office for meetings, etc. may be required. Good vision is required, including both close and distant objects. The ability to maintain a good attendance record is required.

**Prepared By:** Michelle L. Dexter

**Date Revised:** December 12, 2011

The statements contained herein reflect information necessary to describe the principle functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods, or to otherwise balance the workload.

*Rhode Island Quality Institute is an EEO/AA Employer.*