



NON-CONTRACT ROLE DESCRIPTION

JD2466

ROLE TITLE:	Specialist, Clinical Informatics	ROLE DESCRIPTION NO.:	00327
DEPARTMENT:	Health Information Management; Advanced EHR Management; EHR & Practice Optimization	HEABC REFERENCE NO.:	1872240
REPORTING TO:	Manager or designate	HSCIS CODE:	05099
CLASSIFICATION:	NCEC/Range 8A	JOB CODE:	05099S

ROLE SUMMARY

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority (Island Health), patient and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Reporting to the Manager or designate, and with the direction of the Chief Medical Information Officer, the Clinical Informatics Specialist leads and promotes the integration of computer and communications technologies and clinical change initiatives that automate and/or enhance evidence-based clinical practices, access to patient/client information and clinical documentation via the Electronic Health Record (EHR) in collaboration with clinical leaders, service and program managers and directors, physicians, and staff.

As an integral regional member of a multi-disciplinary team, the Clinical Informatics Specialist works to increase the effectiveness, efficiency, accountability and sustainability of clinical initiatives that assist in the successful transitioning to a fully integrated Electronic Health Record (EHR) throughout Island Health programs and services.

DUTIES AND RESPONSIBILITIES:

1. Provides leadership and support to the clinical systems training team, participating in the planning, coordination, scheduling, implementation and evaluation of education programs to meet the learning needs of electronic health information system users.
2. Observes and evaluates clinical practice to determine staff education needs related to the use of technology in practice and process redesign. Provides peer leadership to nursing and clinical staff to incorporate advances in clinical informatics and the development of electronic health records into practice.
3. Collaborates with other members of the corporate and integrated health service teams related to system wide practice and workflow change initiatives, practice innovation and redesign, documentation/nomenclature standards and the electronic health record.
4. Provides clinical informatics leadership when participating in business systems reviews and needs assessments for assigned areas, projects and departments in Island Health; serves as a consulting resource to IM/IT leadership, project teams, other members of the organization and peer health authorities regarding requirements for nursing and clinical information, electronic documentation practice, and electronic health information.
5. Works with the security management and application analysts to identify innovative approaches and standards for information capture, storage and retrieval that ensures the management of and secure access to personal electronic health information.
6. Leads, researches, defines and creates documentation related to the effectiveness of clinical information systems to further the development of clinical tools that support care practices and information capture and are compatible with standards of practice for all health care disciplines.

7. Informs the design, development, implementation, delivery and evaluation of electronic health information systems and their associated dictionaries, databases, tables, reports and related standards, protocols and procedures to support clinical uptake of electronic health and information records.
8. Maintains familiarity with health care industry developments in clinical informatics and participates in advising on implementation of related standards, tools and processes within Island Health.
9. Leads and participates in clinical governance structures and tables to support strategic initiatives, project initiatives, and ongoing operational quality improvement plans.
10. Leads in the development of organizational and/or departmental clinical change management policies and procedures as they relate to the electronic health record and clinical practice process redesign as it pertains to the automation of professional practice.
11. Leads the identification and assists in the development of new and changing functions and processes in the department/organization as they relate to the use of clinical information systems.
12. Participates in the development of detailed requirements, evaluation criteria, budgets, project charters, implementation plans, status updates, communication plans and other project related documents.
13. Leads and coordinates a collaborative team-based framework that incorporates resources from the department, programs, and vendor partners as it related to clinical systems implementations.
14. Documents and communicates clinical informatics standards to IM/IT leadership, staff, project directors, project managers and the appropriate user community representatives such as staff from other portfolios within Island Health, colleagues from peer health authorities and vendors
15. Manages, coordinates and facilitates communication of system changes/enhancements.
16. Participates in error correction/data integrity activities and audit processes to ensure quality data collection and system efficiency.
17. Participates in custom report development and data analysis for decision-making.
18. Performs other related duties as assigned.

QUALIFICATIONS:

Education, Training And Experience

A level of education, training and experience equivalent to a Bachelor's degree in a related health discipline such as Nursing, Health Information Science, or patient care/clinical related specialty and a minimum of five (5) years' experience in a health care environment, including extensive experience using related computer technology, clinical change management, and/or project leadership.

Experience in policy and procedure development and/or clinical documentation standards, business process analysis and reengineering techniques as well as implementing/supporting integrated clinical system environments.

Educational preparation in clinical informatics, and/or equivalent education/experience in clinical change management methods.

Skills And Abilities

- Excellent interpersonal, presentation, oral and written communication skills.
- Demonstrated attention to detail.
- Strong organizational and time management skills.
- Knowledgeable regarding new trends in clinical practice and information systems.
- Knowledge and practice in effective problem solving techniques.
- Demonstrated ability to establish and maintain effective working relationships with technical, operational and vendor staff.

- Demonstrated ability to work independently or as part of a team.
- Change oriented and possesses an attitude of continuous improvement.
- Self motivated, able to work with minimal direct supervision, and has a demonstrated ability to organize and prioritize workload in a self-directed manner.
- Ability to coach, facilitate and lead others.
- Strong research and evaluation skills.
- Advanced computer skills required including knowledge of Microsoft Word, Outlook and Excel.
- Understanding of project management.