



# Timmins and District Hospital L'Hôpital de Timmins et du district

*Si vous souhaitez recevoir cette annonce d'emploi en français, s'il vous plait contactez le département des ressources humaines au [kkampman@tadh.com](mailto:kkampman@tadh.com) ou par téléphone au 705-267-6371.*

## **Decision Support Advisor Full-time**

**POSITION SUMMARY:** Under the general direction of the Vice-President Corporate / Chief Financial Officer (CFO). The Decision Support Advisor is to provide exceptional analytics, interpretation and recommendations to improve clinical performance and outcomes as well as financial results to both internal and external stakeholders.

### **Position Responsibilities:**

- Work closely with clinical managers, directors and other senior leaders to highlight key insights and drivers of performance for areas across the hospital.
- Work with the financial services team on developing efficient means of reporting and other benchmarking and monitoring tools to help improve financial results.
- Consolidation and presentation of clinical data to inform strategic planning and facilitate evidence-based decision making at the local and system level.
- Further, develop clinical service market share analysis and visualizations.
- Automating manual processes and develop useful dashboards that provide both broad and detailed overviews of program performance.
- Provide statistical and quantitative methods to better understand and show patient flow and activities across the organization.
- Mentorship to other staff and provide education opportunities for all staff in how to use Decision Support data and tools.
- Develop tools for internal performance monitoring on volume-based services such as Quality-Based Procedures (QBPs), Wait Time Funded services.
- Create and maintain both static and dynamic reports and dashboards pertaining to, and not limited to: hospital utilization, Alternate Level of Care (ALC), emergency department volumes and acuity.
- Create and maintain reporting on other financial and staffing measures such as overtime utilization and agency staffing use.
- Involvement in Case Costing development and reporting as needed.
- Assist in ad hoc reporting and requirements as required.

### **POSITION REQUIREMENTS:**

#### *EDUCATION AND TRAINING:*

- A degree in a health related field or applied health–clinical informatics and or equivalent experience.
- Education and/or knowledge of Ontario Case Costing (OCC) Standards and Ontario Healthcare Reporting Standards (OHRS) are an asset.

#### *EXPERIENCE:*

- Knowledge of and experience working with MEDITECH, particularly with the application's Statistical and Financial Modules is a definite asset.
- Experience in developing hospital specific dashboards and performance measurement tools in Excel, PowerBI and/or other applications.
- Experience working in decision support in a hospital setting considered a significant asset.

**KNOWLEDGE/SKILLS/ABILITIES:**

- Must have superior organizational skills to handle a heavy workload, while meeting all deadlines.
- Must have advanced skills and proficiency in using Excel and Power Query.
- Advanced skills in other software applications such as Microsoft Power BI or equivalent business intelligence tools to develop meaningful dashboards and other performance monitoring tools.
- Other programming or coding experience in SQL and SSRS or equivalent is an asset.
- Must be able to present material to stakeholders in a concise manner with interpretation.
- Understanding and experience with Ontario Healthcare Reporting Standards (OHRS) is a significant asset.
- Experience and/or understanding of Case Costing and the Ontario Case Costing Initiative (OCCI) is an asset.
- Understanding and experience with clinical datasets such as, and not limited to: Discharge Abstract Database (DAD), National Ambulatory Care Reporting System (NACRS), Ontario Mental Health Reporting System (OMHRS), National Rehabilitation Reporting System (NRS), Continuing Care Reporting System (CCRS) is a substantial asset.
- Experience using Intellihealth and the CIHI Portal for benchmarking purposes is an asset.
- Other knowledge and experience with clinical and performance data such as Quality-Based Procedures (QBPs), Wait Time Information System (WTIS), and hospital specific measures and definitions.
- Knowledge and understanding of patient based funding.
- The ability to act as a Decision Support resource for Management and others as required.
- Must be detail oriented and possess the ability to handle a large amount of data with speed and accuracy.

Interested applicants must submit their résumé by Department of Human Resources, Timmins and District Hospital, 700 Ross Avenue East, Timmins, Ontario, P4N 8P2. Telephone (705) 267-6371; Fax (705) 360-6008; Attention: Kayla Kampman, email [kkampman@tadh.com](mailto:kkampman@tadh.com).

*Timmins and District Hospital will provide accommodations for applicants with disabilities during the recruitment process.*

*TADH is committed to fostering an inclusive, equitable, and accessible environment supporting diversity in our work environment to provide quality care where all feel valued, respected, and supported. TADH is dedicated to building a workforce reflective of the communities in which we live, serve, and encourage Indigenous people, visible minorities, and persons with disabilities to apply and self-identify.*

*We thank all applicants for their response; however, only those selected for an interview will be contacted.*

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