



A Family of Companies



JOB DESCRIPTION

JOB TITLE: Vice President of Clinical Informatics **STATUS:** Exempt Full-Time
REPORTS TO: Executive Vice President, Integrated Health Partners
DIRECT REPORTS: To be determined

This job description is intended to be a general statement about this job and is not to be considered a detailed assignment. It may be modified to meet the needs of the organization.

JOB SUMMARY

The Vice President of Clinical Informatics will work across the Health Center Partners (HCP) Family of Companies. Health Center Partners is the not-for-profit parent organization with three subsidiaries: Health Quality Partners, Integrated Health Partners and CNECT. HCP is a membership association that provides support to 17 health centers organizations with 125 sites of care in Southern California. Health Center Partners is an advocate for its members who serve the health needs of communities throughout Southern California, providing them with a voice and power to serve vulnerable populations.

The Vice President of Clinical Informatics' primary responsibility will be within Integrated Health Partners – HCP's Clinically Integrated Network (CIN). In this role, the Vice President of Clinical Informatics will provide subject matter expertise regarding emerging technology information systems and solutions, as well as optimizing existing systems across the network. IHP's activities are supported by a three-year HRSA-funded Health Center Controlled Network grant and this position will also have responsibilities for meeting grant objectives.

This position will deploy a comprehensive, interdisciplinary approach to information technology systems and aggregating data across member health centers to redesign care delivery and achieve excellence throughout the care continuum. S/he will lead practice sites using multiple electronic health records through transformation strategies designed to increase their knowledge of health informatics, decision support, quality improvement, and operational efficiencies and drive the group toward clinical integration. This position

actively supports the mission and vision of HCP and its subsidiaries helping to develop high performing practices that will thrive in an environment that changes from volume to value.

ESSENTIAL JOB FUNCTIONS

- As a member of the leadership team, participate in strategy development, goal setting, and thought leadership.
- Assess the functions, limitations, opportunities and challenges of information technology within member health centers and the CIN.
- Develop strategies to extract, analyze, and validate health care data to establish and evaluate baseline performance measures and trends, assess potential operational and clinical opportunities, measure ongoing performance vs. target, and identify strategies to support practice improvement at all levels within both the network and the individual health center organizations.
- Ensure that assigned deliverables, as outlined in the Health Center Controlled Network grant and other grants, are completed in complete and timely manner, including the accurate reporting of 6 UDS clinical measures to track progress towards attainment of healthy people 2020 goals.
- Work with the team and IHP Board to refine IHP's strategic plan and ensure assigned deliverables are completed in a timely and thorough manner.
- Supervise a team of staff who provide technical expertise to multiple projects that leverage CQI strategies and tools, population health data and health IT to improve health care quality and outcomes. Coordinate multiple projects as assigned, depending on the needs of the organization.
- Leverage Health IT for evidence-based initiatives, reporting, and critical analysis of network performance on clinical quality measures.
- Support the use of a centralized data aggregation and population health management tool. Ensure data validity and support health centers with mapping so that data run at the CIN is accurate for the patient population at any point in time.
- Provide critical insight into the strategic direction of public health informatics within a health center and CIN. Identify and grow clinical leadership with population health analytics ability, develop curriculum for training health center staff in needed areas and provide project-specific technical assistance to increase health center capacity.
- Document work, display results effectively and appropriately, and contribute content for regular progress reports to funders. Serve as an expert resource to the Health Center Partners' grant-writer in the area of health informatics.
- Establish and maintain effective ongoing relationships with members and key partners.
- This position may also be involved in fee-based consulting services to member and non-member health centers to enhance compliance, promote best practices and provide training in all areas related to practice transformation. Consulting services will help clients optimize clinical, financial and operational practice.
- Perform other project-related duties as assigned.

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QUALIFICATIONS

Required Skills

- Must possess valid driver's license, insurance and own transportation for use in work, and be flexible with working some evenings and weekends within a 40-hour workweek.
- Ability to travel throughout the United States. Some local and out of town travel required.

Education/Experience

A master's degree in public health, nursing, health promotion, health services administration, health sciences, health IT or related field is required. Specialized coursework in health informatics as part of the degree program or as a certificate program is highly desirable. Candidate must have a minimum of 10 years' experience in establishing/deploying health information technology solutions and a proven track record in quality improvement work. Candidate will need to have experience working with community-based organizations and ethnically diverse communities and populations is preferred. The ideal candidate will have a strong track record developing curriculum and delivering training to a professional workforce. Hands-on experience with using information technology to develop and execute transformation strategies in a health care environment (PCMH, decision support, quality improvement and / or other related health care operations); Experience with Accountable Care Organizations and Accountable Communities for Health; familiarity with multiple EHR systems and reporting; Proven analytical skills particularly with comprehensive, multi-level drill-down assessment of key health care utilization and financial performance measures by line-of-business, geography, provider type, product, clinical condition, service type; Demonstrated clinical transformation and analytic ability within a health care environment; Excellent organizational and communication skills across all levels of the organization with high level of clarity, accuracy and attention to detail.

PHYSICAL REQUIREMENTS

- Ability to sit or stand for long periods of time
- Ability to reach, bend and stoop
- Physical ability to lift and carry up to 20 lbs.

HIPAA/COMPLIANCE

- Maintain privacy of all patient, employee and volunteer information and access such information only on as need to know basis for business purposes.
- Comply with all regulations regarding corporate integrity and security obligations. Report Unethical, fraudulent or unlawful behavior or activity.
- Adhere to organizational policies and procedures regarding data sharing

I acknowledge that I have read and understand this job description. My signature below certifies that I am able to perform the essential duties and responsibilities of this position. I have also discussed any accommodations that I feel I might need to allow me to perform these essential functions. Additionally, I agree to abide by the policies and procedures established by Health Center Partners of Southern California.

Signature

Date

Employee Name (please print)

