HEDIS Metrics Analyst

Reports to: Manager, Analytics

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<tr>
<th>Level/Grade</th>
<th>Type of Position</th>
<th>Hours/Week</th>
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<tbody>
<tr>
<td>Sr. Professional</td>
<td>Full Time</td>
<td>40 hrs./week; exempt</td>
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**GENERAL DESCRIPTION**
The HEDIS Healthcare Metrics Analyst role serves as an expert resource for The Health Collaborative regarding the creation, processing, and reporting of healthcare measures. The person filling the role should be an exceptionally strong and analytically oriented individual who is experienced, capable, and comfortable working on dynamic, multi-faceted, fast-paced, projects for which continuous planning, oversight and management is essential. The role will work with a team to collect, clean, extract meaning from and interpret healthcare related data. The analyst will also act as a steward for The Health Collaborative’s data so internal and external customers can understand the related information and use it to make strategic business and healthcare decisions. To be successful in the role will require expertise in a broad set of technologies, expertise in healthcare cost, quality, and utilization measures. Additional responsibilities will include delivering high quality services to customers and ensuring analytic integrity.

**JOB RESPONSIBILITIES**
- Interpret, create, process, and report healthcare measures from various measure steward resources including but not limited to Centers for Medicare and Medicaid Services (CMS); National Committee For Quality Assurance (NCQA); Center For Disease Control (CDC); Agency for Healthcare Research and Quality (AHRQ); Pharmacy Quality Alliance (PQA); and HealthPartners
- Translate licensed or documented metrics definitions into technical queries with appropriate cohorts and calculations
- Analyze workflows and understand policies, procedures, and constraints of the clinical or business operations related to reporting requirements
- Document operational & report specifications
- Perform complex quality assurance testing along with writing and executing SQL (Structured Query Language) and/or Postgres queries for enhanced and complex medical data access
- Plan, develop, and document design and deployment processes, workflows, and results
- Analyze and troubleshoot highly complex data errors and problems
- Evaluate data sources, including Claims, Electronic Health Data, and Electronic Health Records, for relevance, integrity, and accuracy. E.g., HL7, CCD
- Strong focus on working with peers as a team and ensuring documentation and training are thorough to allow for a smooth transition to the operations team
- Quality assurance and controls of healthcare measures created and published for THC customers
- Ensure proper use and protection of information assets by complying with the organization’s information privacy and security policies to protect assets from unauthorized access and by reporting any security events or potential events or other security risks to the organization
- Other duties as assigned

**POSITION REQUIREMENTS**
- Experience in healthcare, claims, or healthcare related cost, quality, and utilization measures
- Technical experience in reporting and/or programming (SQL/Postgres)
- Working knowledge of business intelligence tools (e.g., Tableau, WebFOCUS)
- Proficiency with data manipulation and interpretation
- Experience working with healthcare data end-to-end – including ingestion, normalization, and preparation for analytic processes.
- Experience with using PQI, DRG, and risk-adjustment software (e.g., Johns Hopkins ACG) and utilizing the outputted data
- Experience creating and working with HEDIS and other healthcare related measures.
- Experience with reporting tools (Business Objects, SAS, etc.), databases (SQL, Postgres, etc.), programming (XML, JavaScript, or ETL frameworks)
- Familiarity with coding skills in languages such as SQL, Python and/or R
- Collaborate with programmers, engineers, and organizational leaders to identify opportunities for process improvements, recommend system modifications, and develop policies for data governance.
- Must be able to sit for extended periods of time in front of a computer screen

**EDUCATION/CERTIFICATION REQUIREMENTS**
- Bachelor's Degree or equivalent combination of education and work experience

**OTHER INFORMATION**

APPROVED BY  Alex Vaillancourt, CIO & SVP Informatics  DATE POSTED 05/27/2020
Disclaimer: Nothing in this job description restricts the company’s right to assign responsibilities to this job at any time as critical features of this job are subject to change any time.