

JOB TITLE: Population Health Analyst (PHA)—Primary Care IPA

Reporting Manager: Population Health Manager

Position Status: Full-time

Created: January 5, 2022

Position Summary: Primary care reimbursement is undergoing major transformation as payment models align toward value-based care arrangements that reward higher quality, more efficient care delivery. At the core of this transformation is the ability to work with data to understand who our patients are, identify who needs special intervention, and work with clinical programs that will drive better health outcomes for our patients.

The Population Health Analyst will work with the Population Health Manager, Clinical Integration Teams and the IPA practices to maximize the efficient use of population health data in the management of patient care. The PHA will work with the IPA's captive health care database, practice electronic medical records, and the IPA's population health system to develop actionable intelligence and reporting for use by IPA management and IPA practice management.

Position Accountabilities:

- Assist with monthly quality reporting process, including data cleanup and formatting, updating dashboards, validating process and results, distributing reports, etc.
- Develop new reports and dashboards based on specific practice requests or measure requirements.
- Perform basic data analyses, including designing and running simple regression models, and assisting with advanced modeling/ predictive analytics (if possible).
- Assist with implementation of automated processes for database updates, data cleaning, and reporting updates.
- Assist with website development and administrative tasks including creating and managing user accounts, managing providers only section to ensure content is up to date with most recent monthly reports, meeting presentations/agendas/notes, and new informational materials, development and formatting new pages/layout/content as needed.
- Research various topics upon request, including different analytics tools and functionality, data modeling techniques and best practices, publicly available cost and coding information, etc.
- Accept and perform other duties as assigned.

Minimum Qualifications:

- Bachelors or Masters degree with documented analytics coursework, or actively in pursuit of a degree.
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Knowledge, Skills, and Abilities:

- Excel – Advanced Proficiency
 - Experience using formulas such as vlookup, if/sumif statements, concatenate, etc
 - Ability to import data from text files and other non-Excel data sources
 - Familiarity with pivot tables and basic data visualization functions (charts, trendlines, conditional formatting, etc.)
 - Experience working with large complex data sets
 - Experience with dashboard development, particularly use of Power BI and/or Power Query – preferred

- Statistical Analysis - Moderate Proficiency
 - Familiarity with programs such as SPSS, Stata, SAS
 - Ability to design and run basic regression analysis
 - Basic understanding of predictive analytics functionality
 - Ability to develop predictive models based on existing data sets (preferred)

- SQL Server – Moderate Proficiency (Preferred)
 - Ability to write basic queries to retrieve data and combine data from different tables
 - Ability to import data from different file types into the database
 - Ability to create, format, and edit tables
 - Ability to write and schedule stored procedures
 - Experience with automated data imports/exports – preferred

Position Requirements and Working Conditions:

Physical Activities (Check all that apply)	Frequency <i>(N)Never, (O)Occasionally or (C)Constantly</i>
Ascending or descending stairs or ramps.	O
Moving self in different positions to accomplish tasks in various environments.	C
Remaining in a stationary position, often standing or sitting for prolonged periods.	C
Use of computer systems, printers, software programs.	C
Moving about to accomplish tasks.	C
Adjusting or moving objects up to 10 pounds in all directions.	O
Communicating with others to exchange information.	C
Repeating motions that may include the wrists, hands and/or fingers.	C
Assess risk, detect risk factors for site safety purposes through being aware of surrounding environment, individuals, noises, observations, etc.	C

Environmental Conditions (Check all that apply)	Frequency <i>(N)Never, (O)Occasionally or (C)Constantly</i>
Low temperatures.	N
High temperatures.	N
Outdoor elements such as precipitation and wind.	N
Noisy environments.	O
Hazardous conditions.	N
Small and/or enclosed spaces.	O

Physical Demands (Check all that apply)	Frequency <i>(N)Never, (O)Occasionally or (C)Constantly</i>
Light work that includes moving objects up to 20 pounds.	O
Medium work that includes moving objects up to 50 pounds.	N
Heavy work that includes moving objects up to 100 pounds or more.	N