



Data Analyst

Healthcare Informatics Professionals – Apply Today!

Adirondack Health Institute (AHI) is an independent, non-profit organization that is leading the way in rural health care transformation across a nine-county region of the North Country. AHI supports hospitals, physician practices, behavioral health providers, community-based organizations, patients and others in our region to transform healthcare and improve population health.

AHI is seeking dedicated, motivated, and highly passionate individuals who share our drive and commitment to making a difference by improving the health of our community. We are seeking an experienced **Data Analyst** to join our team in our Glens Falls, NY office.

This individual will support AHI's programs, including AHI's Health Home. The Data Analyst will gather data and compile reports and presentations to share with stakeholders. This position requires an individual who can take charge of a project and deliver results. The ideal candidate will work on multiple projects simultaneously and translate business and performance data into digestible information that improves processes and outcomes.

Duties of the Data Analyst also include:

- Supporting various AHI programs, including AHI's Health Home Program;
- Understanding current and future business goals and ongoing IT issues to ensure program success;
- Providing analytical expertise for data element set up decisions and QA procedures;
- Implementing QA procedures to assure accurate assignments, billing, documentation, and error mitigation;
- Assisting with a broad range of data management, analysis, reporting, and evaluation activities and working closely with Administration and external groups (i.e. state agencies and provider networks, to prepare and disseminate data);
- Analyzing data and creating reports from extracted data for general and specific audiences to determine problem areas that need further review and/or investigation;
- Coordinating the aggregation and development of summary reports of data from several internal data sources: MAPP, Netsmart Care Manager, Millinpro, etc. for analysis, decision support and performance improvement. Assisting with the validation, analysis and development of datasets;
- Communicating report findings and working with end users to improve data management, compliance, and inform policy development. Developing trainings and presentations for delivery to end users and other organizations;
- Collaborating with Quality Committee to review performance and improve processes;
- Assisting in the coordination of data reporting through the system interfaces that provide data exchange from specified program requirements to downstream applications that support case management, data analytics, and account management.

Education & Experience: Candidates must have a bachelor's degree in healthcare data analytics, data analytics, health information management, statistics, public health, health administration or related field

required, or equivalent combination of education and experience. An advanced degree is preferred. Five or more years' experience in health informatics or other related health data reporting and analytics role preferred.

Other Skills: Advanced SQL database management and maintenance skills are required. Candidates should have experience using key programs such as SQL, R Studio, Python, Crystal Reports, SharePoint, Visio, Access, PowerPoint, and Tableau. Candidates must have the demonstrated ability to design, manage, and work with databases and systems. Healthcare data analytics highly preferred, including Medicaid Health Home and/or DSRIP experience. Familiarity with MAPP reporting system highly preferred. Software knowledge with the ability to converse in a technical environment, as well as the ability to learn and expand technical skills in new areas based on business need, are required. Candidates should have strong experience in user testing and project management.

Superior analytic and written and verbal communication skills are required, with the ability to present data to interested parties with varying technical backgrounds. The ability to think independently, creatively, and strategically is a must, as is the ability to work in both independently and within a team environment.

Other Requirements: Must have a valid driver's license and vehicle or provide evidence of mobility within assigned community. Occasional travel to meetings within service area may be required. Travel is primarily during the business day.

Position Schedule: Full-Time

At AHI, we are leading the way in rural healthcare transformation. By partnering with regional health care providers and community-based organizations, we strive to improve care, lower costs, and realize a healthier future for the Adirondack region. If you are enthusiastic, energetic, and ready to "roll up your sleeves," this is your new opportunity!

AHI provides a friendly and challenging work environment and a comprehensive benefits package. To apply, please complete an online application at <https://ahihealth.org/application-for-employment/>.

AHI is an Affirmative Action EEO employer and provides opportunity for all, without regard to race, color, religion, sex, age, national origin, disability, marital or domestic violence victim status, sexual orientation, gender identity, transgender status, genetic predisposition or carrier status, military or veteran status, familial status, known relation or association with any member of a protected class, or any other protected class, or any other protected characteristic as established by federal or state law. AHI will make reasonable accommodations for known physical or mental limitations of otherwise qualified employees and applicants with disabilities unless the accommodation would impose an undue hardship on the operation of our business.