

Job Title

Data Analyst

Job Details

Union: Non-Union

Department: Pharmacy >> Pharmacy >> Pharmacy Services

Reports To: Director of Pharmacy

Job Category: Pharmacy

FTE: 1.0

Shifts: Day

Shift Duration: 8's

Status: Full-Time Permanent

Number of Positions: 1

Site: General Site, 4001 Leslie Street

Salary: \$36.91 - \$44.47 /Hour

Post Date: 04/01/2023

Closing Date: 11/01/2023

Position Summary

Data Analyst, Pharmacy Services:

Your goal in this position is to work closely with the Pharmacy team and Clinical Informatics. In this position, you will be the Business Intelligence Lead and will be required to have excellent understanding of the major NYGH pharmacy processes. You're also a great relationship builder, and communicate effectively with colleagues, staff, volunteers and families. You are highly organized, give great attention to detail, able to succeed in a fast-paced environment with minimal supervision, and are eager to engage with new challenges every single day. You also have excellent interpersonal and analytical skills, are able to work independently as well as in a team environment and are able to effectively prioritize and multi-task. This position supports the hospital's academic mandate by advancing care through teaching and learning and/or transforming care through research and innovation. This position contributes to the shared responsibility of ensuring health and safety policies are followed to provide for a healthy environment for patients, staff, physicians, volunteers and families.

On a practical level, you will:

- Collect and upload Pharmacy data related to drug usage, drug cost forecasting, optimizing drug distribution, controlled substances prevention, antimicrobial stewardship, month end reporting and workload measurements
- Ensure Pharmacy data integrity and consistency
- Extract and analyze information manually and electronically, from Omnicell, Cerner or any other required database, and other reporting mechanisms for the program
- Comply with mandatory training requirement(s) in order to fulfill expected role and responsibilities
- Create meaningful utilization reports using systems to package key pharmacy and antimicrobial stewardship indicators and outcome measurements that would be user friendly and available in real time
- Collaborate with the pharmacy Leadership Team and pharmacy Staff or support personnel (e.g., Decision Support Specialist, Hospital Informatics Team) in interpreting and presenting regular statistical and narrative data to support and improve quality management plans
- Participate with internal teams in the development and coordination of data quality project deliverables and timelines
- Assist in conducting quality improvement activities (e.g., Auditing, Reconciliation) and participating in the improvement strategies of documentation to facilitate accuracy and completeness
- Identify root causes and design metrics that will improve pharmacy services processes
- Create data visualizations e.g., dashboards/presentations to operations teams and target the information to the needs of the different groups

J1222-0963 Data Analyst - Pharmacy

- Liaise with external partners, as delegated, and meeting deadline(s) in the submission of required reports
- Attend required meetings, as delegated, related to pharmacy program database reporting issues/concerns

Qualifications

- Bachelor degree in Health Informatics, Health Administration, Statistics, Computer Science or Computer Engineering or a related field of study, preferred
- Project Management Certificate/Diploma, preferred
- Sound knowledge of medical terminology
- Minimum 3 years' experience with computerized database spreadsheets and/or systems (eg. Access, Excel,)
- Strong knowledge of SQL, Oracle, SAP, strongly preferred
- Familiarity with administrative, demographic, clinical databases and standards is required.
- Demonstrated knowledge/expertise in MS office (i.e. PowerPoint, Excel, Access, Word), spreadsheets, graphs and database with report-writing skills
- Excellent interpersonal, written/oral communication skills as well as organization and problem-solving skills
- Demonstrated ability to work with hospital staff at all levels and specialties in a positive, cooperative manner
- Demonstrated ability to prioritize workload and function in a fast-paced, dynamic, deadline driven work environment and field
- Demonstrated ability to work well independently with minimal supervision, and as a member of the team

What We Offer

Working at NYGH means working with a dynamic team of fellow healthcare providers, staff, and volunteers in one of Canada's leading hospitals. **This is a Full Time Regular position with 8 hour shifts, days, in the Pharmacy Department.** We offer a highly competitive total compensation package which includes pay in lieu of benefits, vacation pay and the opportunity to join the Hospital Pension Plan.

FOR EXTERNAL APPLICANTS ONLY: As a condition of employment, you are required to submit proof of COVID-19 vaccination to the Hospital's Occupational Health and Safety department.

How to Apply

Think you're the right person for the job? Here's your first chance to show us why:

- Ensure to meet the deadline - only applications received by the closing date will be considered.
- We will review all applications and will contact those selected for an interview.

Please refer to the Job Opportunities page on eric for more detailed application instructions.

At North York General, we are committed to fostering an inclusive and accessible environment. We are dedicated to building a workforce that reflects the diversity of the community in which we live, including those with disabilities. North York General is committed to providing accommodations in all parts of the hiring process. If you require an accommodation, we will work with you to meet your needs.