

File #: MHS 11-126
Employee Group: OPSEU 431
Work Location: Mental Health Services
Vacant Position: Clinical Data Facilitator
Status: Full time
Wage Rate: \$27.72 - \$31.18
Posting Period: January 4th – January 14th, 2012

Please direct inquiries to:

Barbara McCulloch, Recruitment & Staffing Consultant,
 (613) 548-7222 x 2037

Apply in writing quoting file
 MHS #11-126 in subject line to:
work@providencecare.ca
 or send fax to: (613) 544-6036

All applicants are required to include an up-to-date resume outlining how their qualifications match position requirements.

All new hires to Providence Care must complete the Criminal Information Request/Vulnerable Sector Screen through your local Police Station. The cost is the responsibility of the applicant and this Criminal Information Request/Vulnerable Sector Screen must be successfully completed prior to the commencement of employment with Providence Care. Please note that this process may take a few days up to a few months to complete.

Working Conditions:

- Extended periods of sitting and keyboarding at computer workstation
- Dexterity of hands and fingers to operate a computer keyboard, mouse, and other devices and objects
- Frequent interruptions while problem solving
- Occasionally required to work flexible hours to meet client needs, including evenings
- Sitting, standing, or walking for extended periods
- Possible exposure to agitated and disruptive clients
- Exposure to possible infectious diseases or other undesirable environmental conditions
- Occasional travel between various site locations

For a complete list of duties and qualifications, please obtain a job description from Recruitment & Staffing.

Job Summary:

Reporting to the Director, Information Management & Decision Support, the Clinical Data Facilitator will coordinate and promote all aspects of the collection, consolidation, analysis, auditing, benchmarking and dissemination of information related to the Resident Assessment Instrument – Mental Health (RAI-MH). The Clinical Data Facilitator will ensure the organization has access to and analysis of any information available through the collection of patient assessments; provide recommendations for improvement of outcomes as well as support program evaluation and decision-making to maximize the value of care and services provided. The Clinical Data Facilitator has a key role in the implementation, evaluation, adaptation and ongoing maintenance of the system that utilizes and supports the collection of the RAI-MH and all its subsequent patient care tools as well as other clinical data initiatives associated with Mental Health specifically or Providence Care as a whole. This role will be a change agent and support the ongoing training needs of the organization as it relates to the RAI-MH or other clinical tools.

Qualifications:

- Diploma in health related discipline or field; Degree preferred
- Minimum of 3 years experience in a health care setting using hospital systems, required
- Minimum of 2 years recent experience in working with RAI-MH data or similar clinical data set from another sector, required
- Experience completing and applying RAI-MH assessment data and information into daily clinical practice, preferred
- Minimum of 2 years recent experience in data analysis and interpretation, required
- Experience in the development and/or facilitation of training programs for adults, preferred
- Demonstrated ability to effectively assess patients in various mental health patient populations
- Demonstrated ability to effectively contribute to the development and evaluation of treatment plans for patients in various mental health patient populations
- Demonstrated understanding of the RAI-MH system
- Demonstrated ability to support change initiatives and best practice alignment
- Demonstrated ability to understand and advocate the RAI-MH uses and benefits in relation to clinical practice
- Demonstrated ability to effectively organize and prioritize multiple competing demands in a busy environment
- Demonstrated ability to utilize computer software programs such as: Microsoft Office, karinet, and Medi Tech
- Excellent verbal and written communication skills
- Demonstrated ability to work effectively with inter-professional teams, and internal and external stakeholders
- Ability to link with peers to identify best practice and implement into daily clinical practice
- Ability to work independently towards achieving required outcomes
- Demonstrated ability to prioritize work effectively, manage a full work-load and meet deadlines in a busy environment with frequent interruptions
- Demonstrated trouble shooting skills and ability to problem solve issues that may arise in carrying out the duties of this position
- Demonstrated understanding and commitment to health and safety policies, procedures and applicable legislation
- Demonstrated client-centred focus and commitment to the Mission, Vision, Values and goals of the department and of Providence Care
- Demonstrated professional work ethic and behaviours in interaction with internal and external contacts
- Demonstrated effectiveness as a team member through collaboration, respect and effective communication
- Demonstrated effectiveness working with minimal supervision with proven reliability and trustworthiness
- Demonstrated good physical condition to meet the physical demands of the position