

JOB TITLE:	Senior Business Analyst, Performance and Funding
REPORTS TO:	Director, Performance, Contract & Allocation
JOBS REPORTING:	N/A
DIVISION / DEPARTMENT:	Performance, Contract & Allocation (PCA)
LOCATION:	Central LHIN – Markham
Email:	central@lhins.on.ca
CLOSING:	January 31, 2012 at 12:00 noon

PRIMARY PURPOSES:

The position is responsible for planning, monitoring and evaluating funding and performance of health service providers in the hospital sector. This includes six public hospitals and three private hospitals.

The key planning process with the Hospitals is the Hospital Accountability Planning Submission, and the resulting contract is the Hospital Services Accountability Agreement. This position is responsible for supporting the LHIN and the Hospitals during the planning process and in the development of the Accountability Agreement. This process occurs semi-annually. In addition, the position monitors performance against the agreed to deliverables in the Agreements.

KEY ACCOUNTABILITIES:

- Key staff support in carrying out activities related to planning Hospital budgets including process and assumptions;
- Report on Hospital quarterly performance relative to targets;
- Primary technical expert support for analysis of Healthcare Allocation Based Model (HBAM) results, projection of future funding and making recommendations to improve operations based on the model;
- Key staff resource in supporting LHIN Director to facilitate Hospital Chief Financial Officer meetings;
- Provide advice and assistance to Hospital Finance staff as requested on an ad hoc basis by the Hospitals;
- Participate in analysis of project proposals received from Hospitals to ensure that proposed investments will achieve the desired healthcare outcomes;
- Identify, monitor and report high-risk issues related to achievement of Accountability Agreement performance targets for Hospitals;
- Participate in LHIN work groups as required;
- Support the Board of Directors reporting process including writing briefing notes and performing ad hoc analysis;
- Provide general decision support to the Performance, Contract and Allocation team.

POSITION REQUIREMENTS:**Education:**

- University degree in finance, business or health administration including appropriate professional accreditation (CA, CMA, MBA).

Experience:

- Minimum of 2 years financial management experience in healthcare combined with decision support experience or with a solid understanding of healthcare statistical indicators;

- Hands on experience in performance management and evaluation techniques in financial, administrative, or clinical performance;
- Relevant experience in negotiation of agreements and familiarity with conflict resolution approaches;
- Demonstrated experience with operational or strategic decision-making related to program funding including review of project proposals;
- Understanding of the Ontario health-care system, its stakeholders, programs and issues;
- Experience in risk management and demonstrated capacity to identify and respond quickly to emerging issues and priorities;
- Superior understanding of provincial funding models in use across one or more health-care sectors and familiarity with government financial processes, accounting, policies and standards;
- Experience or familiarity with information management and decision support services/finance systems including MIS, OHRS, OCDM, HIT, CIHI, DAD, NACRS and WERS;
- Communication and interpersonal skills, to work effectively with other staff, and to liaise with colleagues across LHINs and with contacts in the ministry;
- Must be highly organized and able to thrive in a face paced environment with multiple priorities.

NATURE AND SCOPE:

- **Interpersonal Contacts:** Internally, communicates with employees throughout the organization to present, discuss information and problems related to Hospital financial management and funding. Ability to work effectively with teams. Externally, communicates directly with Hospital staff in limited situations to plan and monitor financial performance.
- **Level of Responsibility:** The position provides a critical role in reviewing and monitoring local funding plans and providing expert analysis and interpretation of the HBAM funding model.
- **Decision-Making Authority:** Responsible for developing sound financial analysis and assessment of plans, and developing recommendations and/or actions by working closely with the Director, Performance, Contract & Allocation and other members of the LHIN team.
- **Physical and Sensory Demands:** Minimal demands typical of a professional position operating within an office environment.
- **Working Environment:** Minimal exposure to disagreeable conditions typical of a professional position within an office environment.