

**JOB TITLE:** Analyst

**DATE:** March 3, 2010

**CLOSING DATE:** March 11, 2010 at 5:00 p.m.

**REPORTS TO:** Senior Consultant, eHealth

**DEPARTMENT:** Central LHIN eHealth Office

**Location:** Markham

**Please send resumes to:** [central@lhins.on.ca](mailto:central@lhins.on.ca)

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### **Primary Purpose:**

The Analyst, eHealth is accountable to the Central LHIN and for the planning, implementation and adoption of provincially and LHIN funded eHealth initiatives. Within this unique role, the Analyst, eHealth works with the project implementation leads to monitor and track the success of the initiatives and ensures continued alignment to Ministry/LHIN priorities.

### **Key Accountabilities:**

#### **Provincial eHealth Strategy**

- On-going development of LHIN eHealth Implementation & Adoption documentation (i.e., Central LHIN Tactical Plan and eHealth Readiness Assessment);
- Submission of good news stories in alignment with Provincial eHealth Strategy to eHealth Ontario;
- On-going reporting to eHealth Ontario (eHealth status, financials, inventory of local initiatives, etc.).

#### **Central LHIN eHealth Strategy**

- Development and tracking of the annual eHealth work plan;
- Establishment and maintenance of Central LHIN eHealth oversight;
- Central LHIN eHealth Strategy communications and engagement;
- Co-ordination and submission of proposals for MOHLTC/eHealth Ontario directed funding.

#### **Project Tracking & Accountability**

- Central LHIN and Provincial-led project tracking;
- Liaison and escalation point for Provincial and Central LHIN eHealth Project Managers (including assistance with Health Service Provider (HSP) engagements);
- Scope development with Central LHIN.

#### **eHealth Consultation**

- Provide eHealth support and consultation for the Central LHIN;
- Review, assess and make recommendations on proposals (i.e., H-SIP) as required;
- Central LHIN representation on eHealth related committees;
- Contribution to the Annual Service Plan and other reporting processes;
- Ad hoc requests for support.

### **Position Requirements:**

- University Degree required in Health Informatics, Industrial Engineering, Business or related field.
- Experience in eHealth and Information Management/Information Technology (IM/IT) preferred;

### **Key Competencies:**

- Ability to prioritize tasks and work effectively under pressure to meet deadlines. This requires a bias for action with a problem-solving orientation, including the ability to handle complex problems through innovative and creative solutions;
- Capacity to think strategically and maintain a broad systems view;
- Comfortable with ambiguity, demonstrating the capacity to work independently and with minimal direction;
- Knowledge of the Ontario healthcare landscape preferred, including familiarity with key stakeholders in eHealth such as eHealth Ontario and the Ministry of Health and Long-Term Care;
- Excellent verbal, written, presentation and interpersonal communication skills;
- Ability to travel within the Central LHIN region or GTA may be required

### **Nature and Scope:**

- **Interpersonal Contacts:** Internally, communicates with employees throughout the organization to present, discuss information and problems related to undertaking the priority setting analysis and health planning functions. Externally, communicates directly with various stakeholders to obtain and exchange the information required by the planning group to perform their analytical work, and gains consensus and agreement on the needs, priorities and initiatives.
- **Level of Responsibility:** The position provides a technical and support role in the modeling, sustainable improvement, priority-setting analysis and health planning and integration. Works closely with the Senior eHealth Consultant and other analysts to discuss work plans and priorities.
- **Decision-Making Authority:** The position provides critical analytical work to determine and support key decisions related to ehealth priorities.
- **Physical and Sensory Demands:** Minimal demands typical of a technical and support role in an office environment.
- **Working Environment:** Minimal exposure to disagreeable conditions associated with a technical and support position within an office environment.