

The **Provincial Health Services Authority (PHSA)** plans, manages and evaluates selected specialty and province-wide health care services across BC, working with the five geographic health authorities to deliver province-wide solutions that improve the health of British Columbians. PHSA embodies values that reflect a commitment to excellence. *These include: Patients first • Best value • Results matter • Excellence through knowledge • Open to possibilities.*

Patient Data Reviewer

Perinatal Services, BC
Temporary Full Time (Until March 31, 2012)
555 W 12th Ave
Vancouver, BC

Role Summary

Reporting to the Manager, Information Systems, the Patient Data Reviewer, Neonatal Intensive Care Unit (NICU) will be a part of a team of clinical experts and data abstractors participating in a province wide review of the NICU Levels of Service Classification Audit and Review. Working across the lower mainland at facilities with NICU's, the Patient Data Reviewer will collect information from the charts of discharged NICU patients using the NICU levels of service classification tool. This information will be collated by the members of the BC Perinatal Database registry and will support future clinical practice and utilization planning.

Key Accountabilities

- Participates in the provincial audit and review as a member of a multidisciplinary team by conducting the chart review process at various sites across the lower mainland. Reviews and obtains information from patient charts and classifies the infant on a daily basis using the NICU levels of service classification tool and established guidelines.
- Identifies common issues/concerns and brings forward to the Manager. Participates in the evaluation and the presentation of findings as required.
- Provides clinical support and content expertise to team members by reviewing physician/clinician notes on patient files, assessing classification criteria and determining appropriate classification level.
- Collaborates with team members as required for clarification on classification of infants or where chart information is not clear with regards to classification foci.
- Enters and submits classified patient data using previously prepared programs such as the Perinatal database.

Qualifications

A level of education, training and experience equivalent to a Bachelor's degree in a relevant program such as Nursing, Computer Science or Health Information Science and a minimum of three years of recent, related experience including a minimum of one year of experience in a neonatal/perinatal, healthcare or academic research environment.

- Advanced knowledge of database management and high degree of computer literacy including familiarity with Microsoft Word, Excel, and Access.
- Ability to type 60 w.p.m. with strong data entry skills.
- Knowledge of advanced medical terminology would be an asset. Ability to think strategically and innovatively.

- Ability to maintain absolute discretion with respect to highly confidential correspondence and reports.
- Proven ability to perform routine data processing.
- Good organizational skills, attention to detail with the ability to work quickly and accurately and ability to work under pressure and meet deadlines.
- Ability to acquire knowledge quickly to operate a microcomputer in accordance with instructions provided.
- Ability to communicate effectively with multidisciplinary health care professionals both internally and externally.
- Ability to work independently with minimal

Applications will be accepted until the position is filled.

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The PHSA is committed to employment equity and hires on the basis of merit. We encourage applications from all qualified individuals, including Aboriginal peoples, persons with disabilities and members of visible minorities.