



## Health Information Exchange Business Analyst

### **Overview**

The Health Information Exchange (HIE) Business Analyst will work with internal and external partners to understand and build technical and clinical requirements for new solution development projects that will be incorporated into the CORHIO product portfolio. This role will have the opportunity to work on a dynamic team in the expanding domain of Health Information Exchange; as such should have experience and/or knowledge of the transport and aggregation of clinical data to help drive clear requirements incorporating complex clinical and business needs. This role will report to the Vice President of Project Management while working closely with external participants, teams across CORHIO, third party software vendor(s) and community resources.

### **Responsibilities**

- Work closely with business area liaisons or subject matter experts (SME) to scope and determine needs regarding business processes and functionality to draft, finalize, and update business requirements, in alignment with change management procedures, throughout the life of the project.
- Partner with users, Innovation and Research and Development teams to identify, evaluate, and develop system specifications (functional and non-functional requirements) and procedures which are efficient, cost effective, and meet user requirements, then communicate and document technical approaches, standards, and system investments.
- Support internal and external meetings to ensure clarity around feature and function development.
- Support Product Owners in pulling together documentation that will be used to support the build of sales materials.
- Support the development of supporting materials to facilitate transition of new product installs to CORHIO implementations and technical support teams.
- Analysis of new product/project requirements and gaps related to data quality and possible enhancements.
- Utilize and support Agile methodology such as user story creation and sprint planning.
- Work with community participants from ambulatory and hospital settings to document current process/work flows, identify benefits and improvements provided by Innovation products, define measurable goals, establish benefits portfolios, and re-engineer workflow based on selected product.
- Facilitate and encourage participant commitment and collaboration to meet all specification requirements to alleviate defects in future projects and post production.

- Maintains understanding of the relationship between business need, functional requirements, data and integrated technology solutions.
- Applies project management, business analyst and technical best practices in all technology solutions.
- Provides technical coaching and mentoring to less experienced team members.
- Support planning and executing testing with vendors and end user, including (but not necessarily limited to) writing test scenarios and plans, integration testing, interface testing, data migration testing and user acceptance testing.
- Support the incorporation of 3<sup>rd</sup> party partner deliverables into product deliverable requirements and documentation.
- Identify, prioritize, communicate and drive resolution of critical issues and risks to mitigate negative impact to community satisfaction.
- Support analysis and engagement of Tier 3 Support issues through accumulated knowledge and comfort with products.
- Effectively manage difficult situations with clear timely decision making as well as incisive and creative problem solving.
- Performs all other duties as assigned

### **Skills / Qualifications**

- Bachelors degree preferred
- 5+ years of experience in business requirements development in with a technology focus
- 5+ years of project management experience
- Disciplined Agile delivery
- Experience working with customers, infrastructure and application teams to build comprehensive requirements documents, to include high level business requirements documents, business requirements documents, and project plans
- Understanding of RHIOs and the HIE landscape - including functionality, technology (HIT), and policy
- Outstanding communications skills, able to communicate with all levels
- Ability to produce high levels of customer satisfaction and commitment
- Excellent time management skills including ability to work simultaneously on multiple projects
- Team Player, able to excel in unstructured and structured environments
- Demonstrated ability to coordinate cross-functional work teams toward task completion and consistency
- Client-focused
- Conflict management
- Ability to understand the big picture while working at a detailed, task-based level
- Self-starter, able to take initiative to get the job done
- Must occasionally be available for after-hours work, outside of normally scheduled hours

### **LOCATION**

Offices are currently located in Cherry Creek.

**WORKING CONDITIONS**

Standard office environment with frequent computer use.

**TOTAL COMPENSATION**

Competitive salary and benefits package. CORHIO's benefits package includes an annual cafeteria plan allowance that allows employees to elect various offerings and tailor the plan to best suit their personal needs. CORHIO employees are eligible to participate in the company's 403b plan. In addition, employees are provided annual Personal Time Off, Short and Long Term Disability, and Life Insurance. Note: No relocation monies are available.

**CONTACT INFORMATION**

E-mail resume and salary requirements to: [hiring@corhio.org](mailto: hiring@corhio.org) and include position title in Subject. No phone calls please. ABSOLUTELY NO RECRUITERS!

**ABOUT CORHIO**

Improving health through enhanced use of information technology and data exchange is the heart of what we do. We manage one of the country's largest and most successful health information exchange (HIE) networks, provide advisory services that help healthcare professionals effectively use technology and improve care delivery, and supply health plans and accountable care organizations (ACOs) with valuable data that enhance analytics and population health programs. As an independent, nonprofit organization, we are dedicated to serving all of Colorado's healthcare stakeholders.

**OUR MISSION:** CORHIO empowers people, providers, and communities by providing the information they need to improve health.

**OUR VISION:** Harnessing the power of data for health and vitality.

**OUR VALUES:**

Building Community through Collaboration

Pursuing Innovation with Determination

Making a Commitment to Excellence through Life-Long Learning

Deliberately Creating a Fun and Respectful Environment

Delivering with Integrity and Accountability

**Colorado Regional Health Information Organization (CORHIO) is an Equal Opportunity Employer (EOE). Upon becoming a Workforce Member of CORHIO, CORHIO may, at its discretion, conduct a background check.**