

**Ohio Health Information Partnership
CliniSync Integration Specialist
Job Description**

Job Title: CliniSync Integration Specialist
Prepared Date: March 2018

Summary:

The Ohio Health Information Partnership is a nonprofit organization based in Hilliard, OH. The Partnership operates in the Health Information Technology industry under the CliniSync brand, developing and implementing Health Information Exchange solutions. Our HIE solutions connect hospitals, physicians, and other providers to improve patient care.

The CliniSync Integration Specialist must be a highly motivated self-starter with excellent interpersonal skills. This individual must be a quick learner able to engage in the operations that are related to the building of results delivery connections with CliniSync clients. It is vital that the CliniSync Integration Specialist be comfortable effectively managing projects while working in a Business Analyst role.

Essential Duties and Responsibilities:

- Coordinate EHR integration projects for physicians who choose CliniSync's integrated services (This includes project management and serving as the physicians' advocate during the integration project).
- Follow change management protocols between applications and technology partners.
- Acts as a Project Manager for integration related projects with Hospital, Physician Practice clients, HCIS Vendors, EMR Vendors, Technology Partners.
- Ability to act as an Analyst to understand and to troubleshoot hospital and provider data flow as it relates to an HIE.
- Understanding and ability to troubleshoot healthcare application connectivity that uses VPN and other SSL connections.
- Assists in operational aspects of compendium and provider directory management between hospitals, physicians EMRs, and healthcare facilities
- Provide effective support to the internal project teams in completing tasks on time to meet deadlines.
- Assist in internal and external support as requested, related to area of responsibility.
- Provide weekly status updates on open issues.
- Respond to customer questions and concerns with speed and professionalism.
- Perform other duties or special projects as requested related to area of responsibility.

Education and/or Experience:

- College degree and/or 2 years of relevant experience preferred

Computer Skills:

To perform this job successfully, the individual should possess proficient skills in the following:

- Firm understanding of HL7 language(s) and the corresponding transport protocols.

- Including all versions of HL7 (primarily 2.3 & 2.5)
- Extensive experience with Microsoft Office software.
- Strong understanding and/or willingness to learn appropriate CliniSync software applications, EHR software and/or physician practice management required.

Other Skills and Abilities:

- Demonstrate ease in exercising professional poise, initiative, good judgment, good problem solving, change management and decision making.
- Possess strong written, verbal, and interpersonal communication skills.
- Exhibit self-motivation and independence in a work environment.
- Possess strong organizational skills and be detail oriented.
- Ability to define problems, collect data, establish facts, draw valid conclusions and propose solutions.
- Ability to learn and understand data flow and impact in a healthcare environment.
- Show flexibility and adaptability in handling changing priorities under tight deadlines.
- Demonstrate willingness to learn and pick up new tasks to assist with organizational goals.
- Understanding of CRM and database management preferred.
- Ability to demonstrate skills in analysis, organization, prioritization, leadership, project management, and communication methods.
- Ability to work well with people from many different disciplines with varying degrees of technical and healthcare expertise.