



Ohio Health Information Partnership / CliniSync

Job Title: Health Information Technology (HIT) Intern
Reports To: Director of Client Experience

Our Organization

The Ohio Health Information Partnership is a nonprofit participant-driven organization that is committed to improving the care, equity, and health disparities for all Ohioans, regardless of demographic or socioeconomic status. We accomplish this by facilitating the exchange of health and other critical information among participants in a private and secure manner.

The Ohio Health Information Partnership operates in the Health Information Technology industry under the **CliniSync** Health Information Exchange (HIE). Through the CliniSync brand, we develop and implement Health Information Technology (HIT) solutions that connect hospitals, physicians, and other providers to improve patient care. CliniSync is one of the largest HIEs in the country and engages in cutting edge technology to achieve its mission as an industry leader.

Visit our website: <http://clinisync.org/>

Our Culture

The culture at The Ohio Health Information Partnership reflects a friendly, collaborative, and learning environment and is comprised of hard-working and dedicated team members. We offer many opportunities for personal and professional growth as the company continues to play a role in improving quality of healthcare throughout the state.

Internship Program Hours:

- 10-12 weeks with options to extend
- 16 paid hours per week at minimum
- Start date, end date, and specific hours are customized per intern upon discussing availability

Additional Benefits:

- Weekly company-sponsored lunches
- Academic credits if applicable
- Opportunities for full time employment

The Program

We want you to be you! Interns are encouraged to apply their own unique strengths and interests to this program while still covering essential responsibilities.

Throughout the program, an HIT Intern will gain an understanding of the dynamic balance between technology, patient privacy, healthcare policy, and healthcare operations and their impact on HIE functions and the HIT industry at large.

Interns will interact with various CliniSync departments, shadow internal and external meetings, and may have additional opportunities to network via industry conferences if available at during the internship.

While shadowing various departments to fulfill program requirements, the Intern will also be highly engaged in internal process management and knowledge projects that may be applied to his/her professional portfolio. In addition to the intern's involvement in such projects, the intern should also be developing a professional portfolio to present to his/her supervisor at the conclusion of the internship.

Essential Duties and Responsibilities:

- Collaborating with CliniSync staff to coordinate the development and documentation of standard operating procedures for multiple technical and non-technical processes/procedures in various departments
- Collaborate with CliniSync staff to improve data quality and configuration of the customer relationship management system
- Complete miscellaneous projects and/or tasks as needed to meet various company goals. Such projects and tasks may be assigned from departments such as: HIT Support, Account Management/Community Project Management, Integrations, Policy, Security, Research and Development, and Executive Management

Desired Skills and Professional Abilities:

- Professional poise, initiative, good judgment, good problem solving, change management and decision making
- Strong written, verbal, and interpersonal communication skills
- Self-motivation and independence in a work environment
- Strong organizational skills
- Ability to work cooperatively with others (peers, managers, and senior management) of varying disciplines, and independently, in time sensitive situations
- Ability to travel for day trips within Ohio
- Enrollment in a Healthcare IT program, Data Management program, or a related area of study within an accredited college or university is preferred but not required

Please email your resume directly to vminnich@ohionline.org to apply.