

JOB VACANCY ANNOUNCEMENT

Opening Date: March 23, 2017

Position:

**Clinical Applications
Coordinator for EHR**

Salary/Wage: Grade H;\$30.21 – 32.67/HR DOE

Hours: Monday-Friday; 8:30-5:00

Closing Date: Until Filled

Reports to: Information
Services
AdministratorDepartment: Information
Services

Location: ASNA

Brief Summary:

Act as a specialist/integrator in support of the daily interface between clinicians/medical staff and the electronic health record.

Qualifications:

Associates Degree or equivalent in a health discipline.

One or more years experience in patient care (clinical, nursing, pharmacy and allied health).

Two years experience working with a computerized clinical system preferred.

Indian Health Service experience preferred.

Certifications and Licensure

Alaska license for health discipline or National Certification for health or information services discipline.

Desired Knowledge, Skills and Abilities:

Ability to serve as a resource to identify and resolve clinical applications issues affecting clinical departments.

Knowledge of Electronic Health Record Meaningful Use requirements.

Ability to work independently and in a team setting. Professional and courteous demeanor.

Ability to plan, coordinate and implement projects on schedule.

Ability to communicate effectively with peers and supervisors, in one on one and small group settings; ability to write policies, procedures, and training materials.

Knowledge of hospital environment and the interactions among the various departments.

Knowledge of steps involved in the flow of patient information.

Demonstrated problem solving and conflict resolution ability.

Working knowledge of IHS RPMS software.

Contact: Human Resources Department, Arctic Slope Native Association, Ltd.
PO Box 29 * Barrow, AK 99723 * 907.852.9204 * FAX 907.852.6217

This vacancy announcement has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the job.

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