

Data Analyst

Cairns, Townsville, or Mackay

About us

Northern Queensland Primary Health Network (NQPHN) is one of 31 regionalised and independent PHNs established nationally by the Commonwealth Department of Health and Aged Care to provide local communities with better access to improved primary healthcare services.

The NQPHN region extends from St Lawrence in the south coast, up to the Torres Strait in the north, and west to Croydon and Kowanyama.

NQPHN aims to improve health outcomes for all residents by supporting, investing in, and working collaboratively with local Hospital and Health Services, the primary healthcare sector, local government areas (LGAs), other health organisations, and the wider community.

Find out more about NQPHN at www.nqphn.com.au

The role

The Data Analyst will be responsible for producing a range of information and analytical services to inform evidential and outcomes-based planning of program activities. They will support multiple programmes concurrently via data manipulation and mapping; applying their intelligence and knowledge to create insight and be capable of applying analytical methods and modelling. They will form and maintain strategic relationships with internal and external stakeholders to support the sharing of knowledge and resources.

The Data Analyst will support general practice to collect, collate, analyse, and meaningfully use de-identified clinical data through coordination and facilitation of the NQPHN Quality Data Program. The role will work as part of the Health System Integration and Innovation Team to extract data from source systems, manipulate and analyse, and present findings to support needs and impacts assessments.

- Build dashboards for internal and external users including extracting data, ingesting data into data warehouse, data modelling, transforming data using SQL, and designing dashboards using visualisation tools such as Qlik Sense and Power BI.
- Support staff to correctly interpret data presented in dashboards and gain insights to inform and evaluate their work.
- Identify and report on quality improvement measures and health analytics utilising appropriate metrics to inform effective health intelligence and service mapping.



NQPHN acknowledges the Aboriginal and Torres Strait Islander peoples as Australia's First Nation Peoples and the Traditional Custodians of this land. We respect their continued connection to land and sea, country, kin, and community. We also pay our respect to their Elders past, present, and emerging as the custodians of knowledge and lore.




- Work with internal teams to support the preparation of Departmental deliverables including the provision of practice data reports, data dashboards, Activity Work Plans, performance, and reporting requirements.
- Support and assist the management and implementation of epidemiological methods for the design and analysis of data.
- Provide advice for ongoing design requirements for data collection, visualisation, cleaning, manipulation, storage, and management for effective health intelligence and analytics.
- Work in partnership with internal teams to determine data needs and gaps to inform decision making and planning.
- General practice data program coordination and reporting.
- Compliance with Department of Health and Aged Care reporting requirements (e.g. PIP QI, Primary Mental Health Care Minimum Data Set).
- Participate in continuous improvement of data governance policies and procedures.
- Represent NQPHN using a high level of negotiation, diplomacy, persuasive, and influencing skills.
- Monitor and report back to stakeholders on contract anomalies.
- Make recommendations to improve reporting systems and processes.

The successful candidate will be able to demonstrate:

- Tertiary qualifications in a health-related discipline and/or three years' relevant work experience specifically in primary health care.
- Demonstrated ability to identify requirements of a program/project, plan, implement, monitor, evaluate, and report on activities that address the need of the organisation.
- Proven experience in working with contemporary general practice clinical software and clinical audit tool including the PenCAT Suite.
- Proven experience in working across multiple stakeholders.
- Experience in the development, implementation, and evaluation of support programs or similar.
- Demonstrated ability to develop rapport and build relationships with various stakeholders, including the ability to manage a multifaceted and multi-stakeholder program.
- Demonstrated interpersonal, communication (oral and written), and negotiation skills.
- Demonstrated ability to prioritise and meet deadlines in a high demand work environment.
- Demonstrated skills in dealing with confidential and sensitive information in a professional manner.
- High level skills in Microsoft Word, Excel, PowerPoint, and Outlook.

Benefits

- Ongoing training and development opportunities on offer.
- Annual leave loading of 17.5%.

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- Flexible work arrangements – work from home for up to two days per week.
 - Employee Assistance Program (also available for immediate family members).
 - Generous salary sacrifice benefits.

If you are looking for the opportunity to be part of a passionate and driven team and contribute to achieving our mission of ‘Northern Queenslanders live happier, healthier, longer lives,’ we’d love to hear from you.

NQPHN aims to be an employer of choice for Indigenous Australians, and we encourage First Nations peoples to apply for this role.

For further information on this position and to view the position description, please visit our website: bit.ly/nqphn-vacancies

Your application should include:

- Cover letter including response to the Key Selection Criteria (no more than two pages).
- Your resume.

To submit an application for this position, please send your application to recruitment@nqphn.com.au

Applications close Friday 6 January 2023 at 5pm.