 # AllCare Job Posting

Data Analyst

AllCare IPA has an immediate opening for a Data Analyst to perform a variety of tasks related to collecting, organizing and interpreting data. The Data Analyst will be responsible for inspecting, transforming and modeling data. The Data Analyst will also have to deal with data information verification and quality control. The Data Analyst will play a key role in business intelligence, advanced analytics, data integration and master data management efforts and will be involved with traditional report development projects when necessary.

Responsibilities:

- Develop and maintain data preparation and validation routines to support the reporting of clinical metrics and cost information.

- Automate data load and data analysis programs with a goal of improving efficiencies of AllCare's operational processes.

- Liaison between Health Plans, Trading partners, Internal Departments and AllCare users, for file information or mapping requirements.

- Coordinate reconciliations with the various Health Plans based on incoming Claims or Payment data. Assist in developing reports for the departments and Health Plans.

- Research and develop efficient process for any data mismatches or lost data between entities like providers, trading partners, vendors and payors.

- Collaborate with internal business partners as well as project enhancements and new project setups.

- Participate in testing for system upgrades or customizations for 837P, 837I transactions set, inbound or outbound.

- Document new requirement specifications, process workflows. Provide feedback on design and setup during review meetings with Senior Data Analyst and the IT Director.

- Identify opportunities to improve internal processes and efficiencies that support department and corporate goals.
- Process and analyze data to support clinical and financial initiatives required by AllCare leadership.

- Performs ad-hoc analysis of data internally or as required by health plans or vendors.

- Work closely with Senior Data Analyst in gaining familiarity with company database and assists with report creation, modification and conversion.

- Perform additional duties as assigned by the IT Director.

Job Qualifications

- Minimum 3 years working experience as a data analyst or junior data analyst

- Technical expertise regarding data models, database design development, data mining and segmentation techniques

- Minimum 3 years of experience as a SQL Developer (T-SQL Programming)

- Minimum 3 years of experience with SQL Server Reporting Services and SQL Server Integration Services

- Excellent experience working with Microsoft Visual Studio

- Knowledge of statistics and experience using statistical packages for analyzing large datasets

- Strong analytical skills with the ability to collect, organize, analyze, and disseminate significant amounts of information with attention to detail and accuracy

- Adept at queries, report writing and presenting findings

- BS in Mathematics, Economics, Computer Science, Information Management or Statistics or relevant work experience.

- Healthcare experience preferred in a managed care setting but not required.

- Social media management and analytics preferred but not required.

Interested parties, please contact jobs@allcareipa.com for more information.