

# UW HEALTH JOB DESCRIPTION

## Principal Analytics Consultant

Job Code: 330085	FLSA Status: Exempt	Mgt. Approval: K. Nachman	Date: December 2023
Department: Enterprise Analytics		HR Approval: M. Grayson	Date: December 2023

### JOB SUMMARY

The Principal Analytics Consultant is responsible for the successful delivery of strategic UW Health analytics initiatives in one or more business domains. With in-depth business domain knowledge, strong competency in business relationship management, and a systematic understanding of the analytics technologies associated with the domain(s) including applications and their built-in analytics capabilities, data marts, reports, dashboards, predictive modeling, and machine learning solutions, the Principal Analytics Consultant pushes the boundaries of how to use data for decision support and improving business outcomes in the domain(s). The Principal Analytics Consultant is accountable for the overall health of a coherent portfolio of analytics assets in the business domain(s).

The Principal Analytics Consultant is a leader within UW Health Information Services (IS) and across the UW Health system. By working with other roles, including business leaders, product managers/directors, and IS leader colleagues, the Principal Analytics Consultant grows a strong community of analytics-savvy staff and leaders within UW Health. The Principal Analytics Consultant is conscious of and works to advance the data literacy and maturity of UW Health by defining and demonstrating how analytics supports the organization's overall mission and vision.

The Principal Analytics Consultant maintains highly collaborative, trusted-advisor relationships with senior leaders across UW Health, UW-Madison School of Medicine and Public Health (SMPH), partners, and affiliates. Aligned with these stakeholders, the Principal Analytics Consultant develops program/project plans, proactively manages risks and issues, and leads successful deliveries.

The Principal Analytics Consultant develops the community of colleagues across the UW Health system including training, mentoring, and quality assurance.

### MAJOR RESPONSIBILITIES

#### Deliver Analytic Solutions

- Drive continued maturation and improvement to ensure that we make it easy to find and use appropriate data.
- Independently develop and maintain trusted advisor relationships with business, clinical, and operational leaders at the senior leadership level and with external partners that include guidance for optimizing use of analytic capabilities and deliverables and prioritization based on strategic vision.
- Manage initiatives and programs of organizational scope.
- Provide technical leadership for assigned areas, teams, programs, and products
  - Leverage knowledge and skill with a variety of query tools (e.g. SQL, R, Python), analytic techniques, tools, platforms to analyze data from multiple sources to design, create, and maintain dashboards, business plans, forecasts, projections, presentations, models, algorithms, and statistical and financial analyses.
  - Use strong knowledge of healthcare industry, the patient journey and perspective, the market environment, clinical and business workflows, and activities to inform solution design and development to execute original solutions in a problem space that is unique and critical to the organization by Pushing boundaries and leading the business in showing what is possible.
- Use data to answer key business questions in the corresponding data domain(s). Provide insights and decision support to improve business practices and outcomes.

#### Improve Processes and Standards

- Lead improvement in agility within UW Health IS and across the organization.
- Lead improvement teams and projects within IS or at the organizational level.
- Lead the development and delivery of training relevant to the corresponding business domain(s).

#### Effective Team Member

- Actively mentor and teach other colleagues (formally and informally) by contributing experience and insight to the team and to UW Health.
- Collaborate with IS leader colleagues to drive continuous improvement within UW Health IS.
- Consistently demonstrate a high level of personal accountability and lead by example in following policies and procedures.
- Develop IS and organization-wide department presentations and participate in IS and organization-wide working groups.

#### Leadership

- Function as a role model for successful cross-functional team leadership and leading without direct authority.
- Hold team, Enterprise Analytics (EA), and IS responsibilities and lead medium and large-scale initiatives.
- Serve, where applicable, as the business relationship manager, delivery team leader, product manager or owner, or program leader for assigned areas and initiatives.

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**Technical Leadership:**

- Continuously curate and optimize the analytics asset repository in the corresponding business domain (s) including leading retirement of out-of-date assets and exploring new analytics technologies to achieve efficiency and increase value delivered.
- Continuously develop comprehensive knowledge and understanding of the overall landscape of analytics applied in the business domain(s).

**ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.**

### JOB REQUIREMENTS

Education	Minimum	Bachelor's degree in Healthcare, Information Technology, Business, Engineering, Data Science, or related field Four (4) years relevant work experience may be considered in lieu of degree
	Preferred	Master's degree in Healthcare, Information Technology, Business, Engineering, Data Science, or related field strongly preferred
Work Experience	Minimum	<ul style="list-style-type: none"> <li>• Demonstrated success in creating trusted-advisor relationships</li> <li>• Demonstrated success leading without direct authority and teaching and mentoring technical skills in healthcare analytics industry</li> <li>• Demonstrated success leveraging complex and disparate data sources to generate actionable information</li> <li>• Demonstrated success creating complex analytic solutions such as reports, dashboards, and business plans</li> <li>• Demonstrated success identifying needs and requirements and ability to align and connect systems and solutions</li> <li>• Demonstrated success using quantitative and qualitative methods to identify opportunity</li> </ul>
	Preferred	<ul style="list-style-type: none"> <li>• Ten (10) years of relevant data analysis or analytics experience in healthcare (provider or payor)</li> <li>• Five (5) years of experience using Epic Chronicles, Epic Registries, Epic Clarity and/or Epic Caboodle Data Warehouse</li> <li>• Extensive project management experience, including agile methods</li> <li>• Healthcare subject matter expertise in a health system, academic medical center, or health payer organization</li> </ul>
Licenses & Certifications	Minimum	<ul style="list-style-type: none"> <li>• None</li> </ul>
	Preferred	<ul style="list-style-type: none"> <li>• Epic certifications in any subject area</li> </ul>
Required Skills, Knowledge, and Abilities		<p><u>Information Services (IS) Core Competencies:</u></p> <p>Intermediate competency in the following areas:</p> <ul style="list-style-type: none"> <li>• Leadership including leads with integrity, maintains strategic orientation, demonstrates business &amp; financial acumen, champions innovation, manages execution, leads &amp; develops people</li> <li>• Leading highly empowered, self-directed teams including cross-functional teams</li> <li>• Lean management tools</li> <li>• Agile methodologies</li> </ul> <p>Developing advanced competency in the following areas:</p> <ul style="list-style-type: none"> <li>• Leading without direct authority</li> </ul> <p>Advanced competency in the following areas:</p> <ul style="list-style-type: none"> <li>• Communication</li> <li>• Critical thinking</li> <li>• Mentoring and teaching</li> <li>• Technical leadership of applicable products or platforms</li> </ul> <p><u>Position Specific Competencies:</u></p> <p>Intermediate competency in business relationship management</p>

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	<p>Advanced competency in at least three (3) and intermediate competency in at least five (5) additional data and analytic competencies including:</p> <ul style="list-style-type: none"> <li>• Analysis and critical thinking skills</li> <li>• Analytics education/learning</li> <li>• Analytic methods and tools</li> <li>• Business intelligence</li> <li>• Data management</li> <li>• Data architecture</li> <li>• Data governance</li> <li>• Data querying</li> <li>• Metadata</li> <li>• Subject matter expertise in domains such as: <ul style="list-style-type: none"> <li>○ Cost accounting</li> <li>○ Financial modeling/analysis</li> <li>○ Quality measurement</li> <li>○ Health outcomes</li> <li>○ Social determinants of health</li> <li>○ Hospital or ambulatory operations</li> <li>○ Population health management</li> <li>○ Patient satisfaction</li> <li>○ Strategic planning</li> <li>○ Labor and productivity analytics</li> <li>○ Revenue cycle management</li> <li>○ Survey design/development</li> </ul> </li> </ul> <p><u>Other Required Skills, Knowledge, Abilities:</u></p> <p>Delivering Analytic Solutions:</p> <ul style="list-style-type: none"> <li>• Demonstrated success with multiple domain level analytics initiatives, with significant role in development and implementation</li> <li>• Consistent demonstrated success in data-driven change management - from data story to implementing change</li> <li>• Demonstrates professional maturity surrounding data access, data security, data sensitivity, and data confidentiality</li> </ul>
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### PHYSICAL REQUIREMENTS

**Indicate the appropriate physical requirements of this job in the course of a shift.** *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

<b>Physical Demand Level</b>	<b>Occasional</b> Up to 33% of the time	<b>Frequent</b> 34%-66% of the time	<b>Constant</b> 67%-100% of the time
<b>X</b> <b>Sedentary:</b> Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	<b>Up to 10#</b>	<b>Negligible</b>	<b>Negligible</b>
<b>Light:</b> Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	<b>Up to 20#</b>	<b>Up to 10#</b> or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	<b>Negligible</b> or constant push/pull of items of negligible weight
<b>Medium:</b> Ability to lift up to 50 pounds maximum with frequent lifting/and or carrying objects weighing up to 25 pounds.	<b>20-50#</b>	<b>10-25#</b>	<b>Negligible-10#</b>
<b>Heavy:</b> Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	<b>50-100#</b>	<b>25-50#</b>	<b>10-20#</b>

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	<b>Very Heavy:</b> Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	<b>Over 100#</b>	<b>Over 50#</b>	<b>Over 20#</b>
List any other physical requirements or bona fide occupational qualifications:				