



Quality Improvement Coordinator

Permanent Full-Time 1.0FTE (37.5 hours/week)

The Quality Improvement Coordinator supports EOPCN member clinics in optimizing the use of their electronic medical record to help improve efficiency and health outcomes for the patient. The goal is to develop standardized clinic processes, use common coding and assessment protocols to identify, manage, and maintain patient panels and support proactive care. We are seeking an optimistic, resilient, change agent to join our team. If you have a growth mindset, are passionate about improving patient outcomes, and have advanced experience and working with primary health care EMRs, you may be right for this position.

This position is Monday to Friday, in-person, at the EOPCN central office and will include occasional clinic visits.

KEY RESPONSIBILITIES & DUTIES

- Provide functionality and configuration subject matter expertise on a variety of Primary Care EMR (Electronic Medical Record)
- Utilization of health information technology to update, organize, and identify patient records.
- Project planning and delivery of developed change packages in member clinics.
- Collaborate with physician(s) and clinic teams on recommended preventative care, and follow up actions, to implement evidence-based Patient's Medical Home initiatives.
- Assist clinic teams in achieving foundational readiness requirements for maintenance of patient attachment and proactive health screening processes.
- Develop trusting relationships with colleagues and primary health care teams to advance Medical Home initiatives and processes.

QUALIFICATIONS

- 3-5 years of progressive experience within the primary care healthcare environment.
- Intermediate to advanced HealthQuest, Accuro, and/or MedAccess EMR (Electronic Medical Record) and Microsoft Office suite experience (Word, Excel, Outlook, and PowerPoint) is required.
- Diploma or degree in a related field of study, preferably a health discipline is preferred. A combination of experience and education may be considered.
- Experience in a multidisciplinary clinical team, working with physicians and primary care teams is preferred.
- Experience, knowledge or additional training in change management, improvement methods, QI principles and their practical application as related to primary care is an asset (training in these areas will be provided).

- Familiarity with the stages of change, system change theory, and how they apply within health care.
- Knowledge and experience working in a variety of EMR platforms with an emphasis on reporting and data extraction is preferred.
- A valid driver's license and access to a reliable vehicle
- Criminal record check with a vulnerable sector check is required

APPLY TODAY

The EOPCN offers a competitive compensation package with comprehensive benefits, opportunities for continuing education and career growth, and an outstanding work environment.

Please submit your resume and cover letter by email to: jointheteam@eopcn.ca (Attn: Erin)

POSTING EFFECTIVE until a suitable candidate is found.

We thank all candidates in advance for their applications, however, only those being selected for an interview will be contacted.