

Center For Health Information And Analysis Health Policy Analyst

The Center for Health Information and Analysis - Boston, MA - Full Time

The mission of the Center for Health Information and Analysis (CHIA) is to be the agency of record for Massachusetts health care information, to responsibly steward sensitive and confidential data, and to objectively report reliable and meaningful information about the quality, affordability, utilization, access, and outcomes of the Massachusetts health care system.

CHIA's Health Analytics and Finance (HAF) unit is seeking a Health Policy Analyst to support the development of data-driven pricing policy. Pricing policy is used to determine the level of payments made to health care providers by state agencies, including the Commonwealth's Medicaid Program (MassHealth).

The Health Policy Analyst will manage the lifecycle of payment methodology development, which includes conducting analysis on health care service costs and utilization, drafting regulatory materials, and presenting recommendations to stakeholders. The Analyst will perform financial and statistical analysis of costs, service utilization, and other data to develop payment methodologies and inform policy decision-making. The analyst will also be responsible for assisting in the enhancement of data collection, maintenance, and reporting processes to ensure program efficiency and sustainability.

This position will remain open until filled; however, first consideration will be given to those applicants that apply within the first 14 days. The full time salary range for this position is \$55,017.3 - \$78,762.58 annually.

Specifically, the Health Policy Analyst will:

- Support the development of pricing policy options through data analytics, narrative reports, and engagement with external stakeholders;
- Analyze and manage financial, statistical, demographic, and clinical data by utilizing Excel, Access and statistical software programs such as SAS or R;
- Develop procedures for evaluating health care service costs, including the impact of program and pricing options, and implement methods;
- Communicate findings and recommendations to senior-level staff at CHIA and other state agencies in both written and oral formats;

- Ensure sustainability of data and policy analysis processes through documentation and collaboration with other team members;
- Serve as a subject matter resource to support a variety of financial and analytic projects across the unit and agency;
- Communicate with health care providers while developing, deploying and collecting CHIA cost reports;
- Participate in stakeholder meetings and training sessions with health care providers (physician organizations, Home Health Agencies, etc.) and other state agencies (the Executive Office of Health and Human Services, Department of Public Health, Department of Transitional Assistance, etc.);
- Support the unit's commitment to improving analytic approaches by identifying national best practices;
- Participate in cross-unit workgroups to enhance data management and analysis approaches;
- Implement quality assurance protocols to ensure accurate results;
- Draft reports detailing research methods and findings for public audiences; and
- Work independently as well as with team members in tracking completion of project components and meeting deadlines.

Preferred Qualifications:

It is important that the Health Policy Analyst have a general knowledge of health care financing concepts and a broad understanding of the health care provider sector and other key stakeholders. In addition, the Health Policy Analyst should be able to demonstrate:

- Working knowledge of the Massachusetts health care system;
- Proficiency using various software applications, including but not limited to, Microsoft Excel, Word, Access and PowerPoint, SAS, R, or other statistical analysis applications;
- Familiarity with approaches for synthesizing and analyzing data;
- Ability to conduct literature reviews on a variety of topics in health care and health policy;

- Ability to manage workload to simultaneously advance several projects with overlapping deadlines;
- Ability to work effectively both independently and in a team environment; and
- Strong interpersonal and communication skills, and excellent attention to detail

Minimum Entrance Requirements:

Applicant must have at least (A) three years of full-time, or equivalent part-time professional experience in business administration, health care planning or administration, public health policy or administration, human services policy analyses or administration, economics, or a similar field; or (B) any equivalent combination of the required experience and the substitutions below.

Substitutions:

I. A Bachelor's degree with a major in health care administration, hospital administration, public health or health services administration, accounting, business administration, business management, public policy, public administration, economics, or similar degree may be substituted for a maximum of two years of the required experience.*

II. A graduate degree with a major in health care administration, hospital administration, public health or health services administration, accounting, business administration, business management, public policy, public administration, economics, or a similar degree may be substituted for a maximum of three years of the required experience.*

*Education toward such a degree will be prorated on the basis of the proportion of the requirements actually completed.

BARGAINING UNIT: 06 NAGE, Reimbursement Systems Analyst II

CHIA is an Equal Opportunity / Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.

If you have Diversity, Affirmative Action or Equal Employment Opportunity questions or need a Reasonable Accommodation, please contact Diversity Officer / ADA Coordinator: Tonya Bourassa 617-701-8127.

In compliance with federal laws, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

SPECIAL REQUIREMENTS: None.

[APPLY NOW](#)