

Center For Health Information And Analysis

Senior 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 Senior Health Policy Analyst to contribute to 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 Senior 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 Senior Analyst will perform financial and statistical analysis of costs, service utilization, and other data to develop payment methodologies and inform policy decision-making. The Senior Analyst may either lead or take part in special projects that will improve the overall efficiency of the group and enhance data collection 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 \$63,111.10 - \$90,989.08 annually.

Specifically, the Senior Health Policy Analyst will:

- Independently develop, evaluate and implement innovative methods for pricing health care services delivered by an assigned group of providers, and according to the program specifications defined by the purchasing governmental agency
- Lead regulation review workgroups and ad hoc projects, promote and demonstrate a high-level of involvement and collaboration with team members to achieve shared goals
- Analyze and manage financial, statistical, demographic, and clinical data by utilizing Microsoft Excel and Access, SAS, R and/or other statistical tools while, implementing quality assurance protocols to ensure accurate results
- Lead project teams and supervise staff as needed to accomplish project goals

- Develop procedures for evaluating health care service costs, including the impact of program and pricing options, and implement methods
- Draft regulations and provide input in the regulatory process to codify the payment rates and/or methods
- Communicate complex findings and recommendations to senior-level staff at CHIA , public audiences, and other state agencies in both written and oral formats
- 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
- Work independently as well as with team members in tracking completion of project components and meeting deadlines

Preferred Qualifications:

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

- Advanced proficiency using various software applications, including but not limited to, Microsoft Excel, Word, Access and PowerPoint, SAS and/or, R or other statistical analysis applications;
- Ability to clearly share knowledge and mentor Health Policy Analysts

- Knowledge of the methods and techniques used in the collection of research data and data manipulation, including assembling and correlating information using mathematics and statistical techniques
- Ability to analyze and determine the applicability of financial and other data, to draw conclusions and make appropriate recommendations. Ability to read and interpret documents such as financial statements, P&L's, cost reports, and contracts
- 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
- Experience working 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) four 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, the major duties of which included financial analysis of costs, expenses and revenue and/or the development, implementation and monitoring of the health care service delivery system and pricing methods.

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

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