

JOB VACANCY – VICTORIAN ABORIGINAL HEALTH SERVICE



Position Title: Data Quality Nurse
Location: Fitzroy (Melbourne)
Employment Status: Casual position to end of January 2019
Reports To: Senior Medical Officer

About the Organisation

The Victorian Aboriginal Health Service (VAHS) was established in 1973 to address the specific medical needs of Victorian indigenous communities. The organisation has expanded steadily over past 40 years to provide a comprehensive range of medical, dental and social services for our community.

As well as providing a variety of medical services, VAHS is committed to supporting the well-being of the community through contributions to community events and activities. VAHS is also committed to assisting research into the ongoing needs of the community.

About the Opportunity

The Data Quality Nurse will work closely with the Health Informatics Systems Team, Practice Coordinator and clinical teams to support and improve the use of data throughout the organisation.

The person will assist the medical team and help maintain our Electronic Patient Record (EPR) system by ensuring a high standard of data quality.

This role will promote best practice in ensuring that the information we hold, use, share and disclose complies with the Health Records Act 2001 (Vic) and other data legislation.

Key Selection Criteria

To be considered for this role you must have the following;

- Understanding of and commitment to the Aboriginal community
- Experience working in General Practice
- Proven track record of delivering successful information and data related projects from start up to completion
- Experience in using medical practice software (Communicare or MMEEx software will be highly desirable)
- Demonstrate a high level of interpersonal skills and have the ability to communicate effectively
- Demonstrate the capacity to work under pressure, have excellent organizational skills and ability to meet tight deadlines

Qualifications, Licenses and Registrations

- Division 1 Nursing Qualification
- Current registration with the Australian Health Practitioners Registration Association (AHPRA)
- Current Victorian Driving License
- Current Working With Children check
- Current National Police Check

How to Apply

Applications can be submitted to:

Employment @vahs.org.au before Monday 9am, 12th November 2018. Request for position description can be made via employment @vahs.org.au.