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SA Health Job Pack

Job Title	Senior Integration Analyst
Eligibility	Open to Everyone
Job Number	746646
Applications Closing Date	Friday, 14 May 2021
Region / Division	Department for Health and Wellbeing
Health Service	Electronic Medical Record (EMR) Project
Location	Adelaide
Classification	ASO6
Job Status	Full Time / Term Contract (up to 30 June 2022)
Salary	\$92,784-\$98,143

Contact Details

Full name	Steve Korossy
Position Title	Manager Integration
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Criminal History Assessment

Applicants will be required to demonstrate that they have undergone an appropriate criminal and relevant history screening assessment/ criminal history check. Depending on the role, this may be a Department of Communities and Social Inclusion (DCSI) Criminal History Check and/or a South Australian Police (SAPOL) National Police Check (NPC). The following checks will be required for this role:

Working With Children's Check (WWCC) - DHS	Yes
Vulnerable Person-Related Employment Screening - NPC	No
Aged Care Sector Employment Screening - NPC	Yes
General Employment Probity Check - NPC	No

Further information is available on the SA Health careers website at <https://www.sahealthcareers.com.au/information/>, or by referring to the nominated contact person above.

Immunisation Risk Category

Category C (minimal patient contact)

This role carries specific immunisation requirements. To be eligible for appointment in this role you will be required to meet the immunisation requirements associated with Category C (minimal patient contact).

[Please click here for further information on these requirements.](#)

Guide to submitting an application

Thank you for considering applying for a position within SA Health. Recruitment and Selection processes across SA Health are based on best practice and a commitment to a selection based on merit. This means treating all applications in a fair and equitable manner that aims to choose the best person for the position.

A well presented, easy to read application will allow the panel to assess the information they need from your application. To give yourself the best opportunity to reach interview, the application should clearly and concisely demonstrate to the selection panel that you are suitably equipped to perform the role, and that you possess all of the stated minimum essential skills, abilities, knowledge, experience and educational qualifications (where required).

The online application form to apply for this position will ask for employment history, education, qualifications and referees however to understand the position and requirements we suggest you become familiar with the attached Job and Person Specification.

We request that you attach the following to your application -

✍ **A covering letter** of up to 2 pages introducing yourself to the selection panel and describing your skills, abilities, knowledge, qualifications and experience in relation to the position;

✍ **A current Curriculum vitae/Resume** that includes your personal details, relevant employment history, education, training courses, qualifications and professional memberships.

* Refer to <http://www.sahealthcareers.com.au/information/> for further information regarding

- The Indicative Total Remuneration which is inclusive of Award salary, superannuation and other monetary benefits.
- Information for Applicants
- Criminal History Assessment requirements



ROLE DESCRIPTION

Role Title:	Senior Integration Analyst
Classification Code:	ASO6
LHN/ HN/ SAAS/ DHW:	Department for Health and Wellbeing
Hospital/ Service/ Cluster:	
Division:	Digital Health SA
Department/Section / Unit/ Ward:	Electronic Medical Record (EMR) Project
Role reports to:	Manager, Integration
Role Created/ Reviewed Date:	June 2020
Criminal and Relevant History Screening:	<input checked="" type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> Working With Children's Check (WWCC) (DHS) <input type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General Probity (NPC)
Immunisation Risk Category Requirements:	<input type="checkbox"/> Category A (direct contact with blood or body substances) <input type="checkbox"/> Category B (indirect contact with blood or body substances) <input checked="" type="checkbox"/> Category C (minimal patient contact)

ROLE CONTEXT

Primary Objective(s) of role:

- > Provision of technical expertise in constructing data integration services between disparate information systems, providing data via Electronic Data Interchange - messaging and event, to or from the Sunrise EMR.
- > Contribute to technical services and competence to all phases of the Data Integration SDLC; analysis, specification, design, configuration/coding, comprehensive sequential testing – including end user acceptance testing, implementation, post implementation review and ongoing maintenance and support

Direct Reports:

- > Nil

Key Relationships/ Interactions:

Internal

- > Works in collaboration with the Manager, Integration.
- > Liaises with SA Health eHealth Systems technical and infrastructure staff.
- > Liaises with SA Health clinical and administrative representatives.
- > Close working relationships with the EMR Project implementation, business change, and training streams.
- > Close working relationships with technical and management staff of the Sunrise EMR vendor.
- > Close working relationship with Sunrise EMR application planning, design and configuration

External

- > Liaises and works closely with external service providers, vendors and partners.

Challenges associated with Role:

Major challenges currently associated with the role include:

- > Comply with the EMR Project data integration development framework, methodology and tools.
- > Undertake all aspects of the data integration SDLC; analysis, specification, design, configuration/coding, comprehensive sequential testing – including end user acceptance testing, implementation, post implementation review and ongoing maintenance and support.
- > Ensure that the data integration solution meets the business data management requirements as anticipated during the analysis, specification and design phase.

Delegations:

- > Nil

Key Result Area and Responsibilities

Key Result Areas	Major Responsibilities
Data Integration	<ul style="list-style-type: none"> > Comply with the EMR Project data integration development framework, methodology and tools. > Undertake all aspects of the data integration SDLC; analysis, specification, design, configuration/coding, comprehensive sequential testing – including end user acceptance testing, implementation, post implementation review and ongoing maintenance and support. > Provide technical expertise and guidance in the development of data integration between information systems using appropriate Health messaging formats e.g. HL7, XML, internal and external file or message transfers. > Provide technical expertise and guidance in the development of data integration solutions for the SA Health message/file broker environments Cloverleaf and Ensemble. > Ensure that the data integration solution meets the business data management requirements as anticipated during the analysis, specification and design phase. > Ensure that all data integration applications are comprehensively documented including all dependencies and co-dependencies. > Ensure that data integration applications knowledge is shared amongst the EMR Project Data Integration Team, relevant SA Health eHealth Systems staff, Sunrise EMR and any third party vendor's technical resources. > Provide a resource to support EMR Project related data interchange applications; 24H x 7D x 365 days of the year Liaise and coordinate with the data integration activities of the Sunrise EMR application and other third party vendor technical resources to ensure the ongoing performance, consistency and integrity of data integration services is in accordance with agreed standards. > Demonstrate a high level of original thinking, creativity and independent judgment in data integration matters. > Ensure that all aspects of data integration between systems are comprehensively and rigorously tested during development and staged

	migration to the production environment.
Risk Management	<ul style="list-style-type: none"> > Comply with data integration SDLC framework, methodology and tools. > Comply with the EMR Project change management process at all times. > Ensure that all data integration applications are rigorously tested and accepted by the end users prior to their promotion to the Sunrise EMR production environment. > Conduct intra Data Integration Team quality assurance reviews of data integration applications to prospectively eliminate production system incidents and problems. > Provide resources to participate in Sunrise EMR testing to facilitate system stability, use-ability and conformance with agreed functional specifications. > Contribute to the EMR Project risk management process by ensuring that risks are documented with plausible elimination or mitigation strategies. > Ensure that appropriate solutions or mitigations are constructed, approved and implemented and that uncontrolled risks are escalated to the EMR Project risk management as required.
Continuous Improvement	<ul style="list-style-type: none"> > Contribute to the development of an integrated team approach and culture which is highly responsive to the needs of the EMR Project. > Demonstrate appropriate behaviours which reflect a commitment to the EMR Project. > Undertake training as required attaining and maintaining the required competency level of skills and knowledge applicable to the role. > Support the development of the culture and ethos across the EMR Project which is outcome and performance focused. > Contribute to the generation of ideas for the improvement and review of work practices.

Knowledge, Skills and Experience

ESSENTIAL MINIMUM REQUIREMENTS

Educational/Vocational Qualifications:

- > Nil

Personal Abilities/Aptitudes/Skills:

- > Proven ability to work within limited guidelines in a specialist or multi-disciplinary environment, manage high volumes of quality work within tight timeframes and use initiative, professional judgement and adaptability in order to respond to changing circumstances and priorities.
- > Capacity to identify, research and analyse highly complex data integration problems, develop innovative strategies for resolving them and implement major changes to system environments using appropriate methodologies, standards and documentation.

Experience:

- > Proven extensive technical expertise in the use of interface engine, information brokerage technology, all aspects of the EDI SDLC.

- > Proven extensive experience in creating and supporting data transfer mechanisms and protocols between complex computer systems within a large organisation including providing specialist technical knowledge and skills.

Knowledge:

- > Demonstrated extensive knowledge in the use of interface engine and information broker technologies at both application and hardware levels to manage the integration of data and events across disparate information systems to support enterprise business outcomes.
- > Demonstrated extensive knowledge of Server Operating Systems – including Unix and Windows, scripting languages, and application servers.
- > Demonstrated extensive knowledge of a range of data integration and event messaging standards and solutions used in Health – such as but not limited to HL7 and XML.
- > Demonstrated extensive knowledge of common file transfer methods such as but not limited to MQ,X.400, AS2).
- > Demonstrated knowledge of Java, C++, .Net.

DESIRABLE CHARACTERISTICS**Educational/Vocational Qualifications:**

- > Bachelor of Computer Science or equivalent.

Knowledge:

- > Knowledge of SA Health clinical and administrative systems.

Special Conditions:

- > Required to work outside of normal business hours as part of an on-call roster
- > May be required to work a 24/7 roster during activation periods.
- > A flexible approach to the taking of leave is required.
- > Some intrastate travel may be required
- > It is mandatory that no person, whether or not already working in SA Health, may be appointed to a position in SA Health unless they have provided a satisfactory current Criminal and Relevant History Screening, as required by the *SA Health Criminal and Relevant History Screening Policy Directive*.
- > For appointment in a Prescribed Position under the *Child Safety (Prohibited Persons) Act (2016)*, a current Working with Children Check (WWCC) is required from the Department for Human Services Screening Unit. For other positions, a satisfactory National Police Certificate (NPC) assessment is required.
- > For 'Prescribed Positions' under the *Child Safety (Prohibited Persons) Act (2016)*, the individual's WWCCs must be renewed every 5 years from the date of issue; and for 'Approved Aged Care Provider Positions' every 3 years from date of issue as required by the *Accountability Principles 2014* issued pursuant to the *Aged Care Act 1997* (Cth).
- > Appointment is subject to immunisation risk category requirements. There may be ongoing immunisation requirements that must be met.
- > Depending on work requirements the incumbent may be transferred to other locations across SA Health to perform work appropriate to classification, skills and capabilities either on a permanent or temporary basis subject to relevant provisions of the *Public Sector Act 2009* for Public Sector employees or the *SA Health (Health Care Act) Human Resources Manual* for Health Care Act employees.
- > The incumbent may be required to participate in Counter Disaster activities including attendance, as required, at training programs and exercises to develop the necessary skills required to participate in responses in the event of a disaster and/or major incident.

General Requirements:

Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Directives, Determinations and Guidelines, and legislative requirements including but not limited to:

- > *Work Health and Safety Act 2012* (SA) and when relevant WHS Defined Officers must meet due diligence requirements.
- > *Return to Work Act 2014* (SA), facilitating the recovery, maintenance or early return to work of employees with work related injury / illness.
- > Meet immunisation requirements as outlined by the *Immunisation for Health Care Workers in South Australia Policy Directive*.
- > Equal Employment Opportunities (including prevention of bullying, harassment and intimidation).
- > *Children and Young People (Safety) Act 2017* (SA) 'Notification of Abuse or Neglect'.
- > Disability Discrimination.
- > *Independent Commissioner Against Corruption Act 2012* (SA).
- > *Information Privacy Principles Instruction*.
- > Relevant Awards, Enterprise Agreements, *Public Sector Act 2009*, *Health Care Act 2008* and the *SA Health (Health Care Act) Human Resources Manual*.
- > Relevant Australian Standards.
- > Duty to maintain confidentiality.
- > Smoke Free Workplace.
- > To value and respect the needs and contributions of SA Health Aboriginal staff and clients, and commit to the development of Aboriginal cultural competence across all SA Health practice and service delivery.
- > Applying the principles of the *South Australian Government's Risk Management Policy* to work as appropriate.

The SA Health workforce contributes to the safety and quality of patient care by adhering to the South Australian Charter of Health Care Rights, understanding the intent of the National Safety and Quality Health

Service Standards and participating in quality improvement activities as necessary.

Performance Development:

The incumbent will be required to participate in the organisation's Performance Review and Development Program which will include a regular review of the incumbent's performance against the responsibilities and key result areas associated with their position and a requirement to demonstrate appropriate behaviours which reflect a commitment to SA Health values and strategic directions.

Handling of Official Information:

By virtue of their duties, SA Health employees frequently access, otherwise deal with, and/or are aware of, information that needs to be treated as confidential.

SA Health employees will not access or attempt to access official information, including confidential patient information other than in connection with the performance by them of their duties and/or as authorised.

SA Health employees will not misuse information gained in their official capacity.

SA Health employees will maintain the integrity and security of official or confidential information for which they are responsible. Employees will also ensure that the privacy of individuals is maintained and will only release or disclose information in accordance with relevant legislation, industrial instruments, policy, or lawful and reasonable direction.

White Ribbon:

SA Health has a position of zero tolerance towards men's violence against women in the workplace and the broader community. In accordance with this, the incumbent must at all times act in a manner that is non-threatening, courteous, and respectful and will comply with any instructions, policies, procedures or guidelines issued by SA Health regarding acceptable workplace behaviour.

Resilience:

SA Health employees persevere to achieve goals, stay calm under pressure and are open to feedback.

Organisational Context

Organisational Overview:

Our mission at SA Health is to lead and deliver a comprehensive and sustainable health system that aims to ensure healthier, longer and better lives for all South Australians. We will achieve our objectives by strengthening primary health care, enhancing hospital care, reforming mental health care and improving the health of Aboriginal people.

SA Health is committed to a health system that produces positive health outcomes by focusing on health promotion, illness prevention and early intervention. We will work with other government agencies and the community to address the environmental, socioeconomic, biological and behavioural determinants of health, and to achieve equitable health outcomes for all South Australians.

Our Legal Entities:

SA Health is the brand name for the health portfolio of services and agencies responsible to the Minister for Health and Wellbeing. The Department for Health and Wellbeing is an administrative unit under the Public Sector Act 2009.

The legal entities include but are not limited to the Central Adelaide Local Health Network Inc., Northern Adelaide Local Health Network Inc., Southern Adelaide Local Health Network Inc., Women's and Children's Health Network Inc., Barossa Hills Fleurieu Local Health Network Inc., Eyre and far North Local Health Network Inc., Flinders and Upper North Local Health Network Inc., Limestone Coast Local Health Network Inc., Riverland Mallee Coorong Local Health Network Inc., Yorke and Northern Local Health Network Inc. and SA Ambulance Service Inc.

SA Health Challenges:

The health system is facing the challenges of an ageing population, increased incidence of chronic disease, workforce shortages, and ageing infrastructure. The SA Health Care Plan has been developed to meet these challenges and ensure South Australian's have access to the best available health care in hospitals, health care centres and through GPs and other providers.

Health Network/ Division/ Department:

SA Health has committed to implementing a new Electronic Medical Record ("EMR") as the foundation of Australia's first fully integrated state-wide electronic Health Record ("eHR").

The implementation of an EMR will signal significant change throughout SA Health. Most, if not all, medical, nursing, midwifery, allied health and support staff will be affected by the introduction of the new system and in particular the new capabilities and associated ways of working that will result from the introduction of an EMR.

Clinical leadership and engagement will be paramount to drive business change across the health system with particular focus on developing new business models of patient care which the Sunrise EMR will be configured to support. As a result, clinical engagement for the EMR Project will need to commence in the planning phase for the project and continue throughout the implementation and post-implementation phases to ensure effective and efficient delivery of the EMR Project. The SA Health EMR Project is a clinical program that uses information technology to support clinical practice innovation. Therefore, embedding an ethos of innovation and clinical engagement through the course of the project is critical.

The EMR Project brings together SA Health leadership, the clinical community, administration and ICT staff into a single project team responsible for the implementation of the EMR across all South Australia's health care facilities. The Sunrise EMR will play a central role in supporting the South Australian health reform agenda by providing the means of transforming SA Healthcare: A single information system for partnerships in care at all times in all places.

Values

SA Health Values

The values of SA Health are used to indicate the type of conduct required by our employees and the conduct that our customers can expect from our health service:

- > We are committed to the values of integrity, respect and accountability.
- > We value care, excellence, innovation, creativity, leadership and equity in health care provision and health outcomes.
- > We demonstrate our values in our interactions with others in SA Health, the community, and those for whom we care.

Code of Ethics

The *Code of Ethics for the South Australian Public Sector* provides an ethical framework for the public sector and applies to all public service employees:

- > Democratic Values – Helping the government, under the law to serve the people of South Australia.
- > Service, Respect and Courtesy – Serving the people of South Australia.
- > Honesty and Integrity- Acting at all times in such a way as to uphold the public trust.
- > Accountability- Holding ourselves accountable for everything we do.
- > Professional Conduct Standards- Exhibiting the highest standards of professional conduct.

The Code recognises that some public sector employees are also bound by codes of conduct relevant to their profession.

Approvals

Role Description Approval

I acknowledge that the role I currently occupy has the delegated authority to authorise this document.

Name:

Role Title:

Signature:

Date:

Role Acceptance

Incumbent Acceptance

I have read and understood the responsibilities associated with role, the organisational context and the values of SA Health as outlined within this document.

Name:

Signature:

Date:

Version control and change history

Version	Date from	Date to	Amendment
V1	10/02/17	09/04/17	Original version.
V2	10/04/17	04/07/17	Safety & Quality statement in General Requirements.
V3	04/07/17	10/07/2018	Minor formatting with order of information amended.
V4	11/07/2018	26/03/2019	Updated legal entities for Minister and Department title on Page 7. Updated Immunisation Guidelines to Policy Directive under general requirements.
V5	27/03/2019	04/06/2019	Added categories for immunisation requirements on front page.
V6	05/06/2019	25/06/2019	Updated changes to the Criminal Relevant History and Screening.
V7	26/09/2019	9/6/2020	Updated legal entities to include new regional LHN's.
V8	10/6/2020		Update Risk Management Statement