



**Position Title:** Data Quality & Integration Analyst  
**Reports To:** Vice President, Analytics  
**Division:** Q Point  
**Department:** Analytics  
**Classification:** Exempt  
**Revision Date:** January 16, 2019

### **Position Summary:**

Equality Health is an Arizona-based population healthcare company focused on improving care delivery for underserved populations through culturally-sensitive programs that improve access, quality, and patient trust. Our mission is to ensure diverse populations receive quality healthcare that improves and enriches their lives. We have developed our product portfolio around centralized technology, services and network designs intended to organize a better healthcare delivery system for cultures that have struggle with integrating into the tradition one-size-fits-all U.S. healthcare system.

The Data Quality & Integration Analyst is primarily responsible to ensure data in the enterprise data warehouse and reporting metrics throughout the company adhere to quality policies and quality standards. This individual is responsible for the data flow, integration, management, documentation and support of data IO between enterprise business applications. The Analyst will assist the data governance committee to develop and execute data quality solutions to improve and enhance data integrity.

### **Responsibilities:**

- Ensure all data sharing and data flows meet HIPAA, security and minimum necessary standards; collaborate with IT security, Compliance and HR departments as needed
- Assist with the development of methods to monitor data integrity, accuracy and reliability including data standardization and governance
- Jointly develop data governance policies and assist with data governance committee; create, track and report data metrics and definitions for the committee
- Participate in second-level validation and sign off before data goes to production
- Document areas of concern in data sets, such as missing/inconsistent data, that could pose a problem for team members attempting to use the data
- Maintain transformation of multiple data types (e.g., XLSX, TXT, JSON, XML, SQL, CSV) into the data universe and document data flows, processes, file layouts, sources, standards; perform quality assurance on data and resolve data issues
- Maintain automated processes that are required to extract, transform, cleanse, load, and manage data to support various teams
- Collaborate with IT to ensure audits, logs, backups and recovery procedures are in place and occurring
- Ensure data integration services are consistently and reliably maintained
- Examine data models and determine best-fit data interchange methods
- Map data, establish interfaces, develop and modify functions, programs, routines and stored procedures to export, transform and load data

- Perform data quality monitoring and measuring, root cause analysis, logical design, testing, reporting and requirement gathering
- Promote data accountability; write technical data quality rules, monitor data quality results through a data quality scorecard
- Support data clean-up and reconciliation through root cause analysis; coordinate production changes
- Perform detailed analysis to identify trends that need to be addressed from a quality perspective
- Establish quality metrics and target goals by proactively engaging business areas; coordinate with both business and technology to suggest best practice solutions
- Prepare and execute profiling for data quality, including establishing baseline measures and continual monitoring to report metrics on data quality improvement
- Perform detailed data analysis, profiling, cleansing, reconciliation and integrity using SQL, Shell scripts or other approved tools
- Maintain knowledge of current trends and issues within the healthcare industry including standards, regulations and best practices related to healthcare data
- Maintain a positive culture that embraces change and innovation

**Required Knowledge, Education & Experience:**

- Bachelor's degree in Computer Science, Statistics, Analytics, or a related field of study; or, an equivalent combination of education and/or experience
- Minimum five (5) years of work experience in a relevant data analytics role
- Minimum three (3) years of experience using Microsoft SQL Server Integration Services with a strong understanding of RDBMS concepts
- Demonstrated experience with data formats such as XLS, TXT, CSV, XML, JSON, and comfortable with programming, scripting and writing documentation
- Knowledge of referential and large data formats, file structures and data relationships at the table and attribute level
- Working knowledge of and experience with quality assurance and quality improvement methodologies, data quality principles and processes, data management, data warehousing, data modeling, data analysis and statistics
- Demonstrated experience with ETL and DataStage

**Highly Preferred Skills, Abilities & Qualifications:**

- Prior experience in the healthcare industry or, knowledge of payer, provider and employer contracts and provider networks
- Fluency with multiple data management tools and visualization packages (e.g., Tableau, SAS VA, Power BI, SQL, MS Power BI, Python)
- Experience with index design and T-SQL performance-tuning techniques
- Experience integrating data from structured and unstructured formats (e.g., flat files, XML, EDI, JSON, Excel)
- Experience with JIRA and Microsoft Dynamics
- Successful record of managing multiple projects with effective prioritization and time management



- Excellent verbal, written and interpersonal communication skills
- Able to present complex technical concepts in a clear, concise manner to audiences with varying levels of technical understanding
- Demonstrate leadership ability and skills in critical thinking, analysis and systems thinking
- Ability to work independently and professionally in a rapidly-changing environment
- Demonstrated ability to handle highly sensitive and confidential information in compliance with Health Insurance Portability and Accountability Act (HIPAA), and company confidentiality policies and procedures