

## Job Description

Job title:	Clinical Data and Insight Lead
Reports to:	Head of Research & Development
Key Stakeholders:	RAID, Clinical team, Operations Team, Engagement and Income Team
Responsible For:	N/A

### 1. Main purpose of job

Be the organisational lead for analysis of clinical data to provide actionable insights, supporting the clinical team and stakeholders across the charity to make informed decisions, identify trends and improve patient outcomes.

Working with the Head of Research & Development, you will play a key role in developing and implementing our clinical data strategy, turning complex clinical data into useful datasets, dashboards and reports. This will need a forward-thinking approach which takes advantage of developments in data solutions to maximise insight from data whilst ensuring compliance with data governance standards.

### 2. Main duties/responsibilities

- Provide data analytics support to research, audit, innovation and development (RAID) projects at EAAA. This includes data input, extraction and interrogation as well as interpretation of data, development of visualisations /dashboards and writing of reports.
- Analyse and validate highly complex quantitative and qualitative information from a range of internal and external sources, to support decision-making, and to provide recommendations and solutions for the charity.
- Be the in-house expert on development and analysis of the patient database (Hembase) to support data-driven improvements in patient care within the service.
- Lead on the development and maintenance of data systems relating to patient outcomes, including linkage of data from external sources, such as from the ambulance service, NHS hospitals and national audits.
- Be the main point of contact for providing clinical data analysis and advice to support work across the charity and in response to ad-hoc requests, including from clinical colleagues, the Operations team and Supporter & Engagement teams.
- Plan, manage and deliver on a range of assigned projects, including negotiation and agreeing the most appropriate output, planning workload and setting delivery timescales.

- Use a variety of methods, including written briefings and oral presentation, to effectively communicate data analytic outputs to colleagues, both within the charity and to third parties.
- Represent the charity at relevant events, such as by attendance at meetings regarding issues of patient data and to augment the understanding of patient outcomes across the charity. Key partners include other air ambulances, NHS organisations, Universities, and national audit bodies and networks.
- Contribute to research reports and high-quality publications to publicise the work of the charity and develop our research capabilities
- Ensure data integrity and compliance with data governance policies, particularly with regard to data security, confidentiality and information governance at all times.

### **3. General duties/responsibilities**

- From time to time, the post holder may be required to work at any of the Charity's sites in line with organisational needs.
- All staff must ensure confidentiality and security of information dealt with in the course of performing their duties. They must comply with and keep up to date with Charity policies and legislation on confidentiality, data protection, freedom of information and computer misuse.
- All staff are required to adhere to and act consistently with all relevant health and safety legislation and Charity policies and procedures in order to ensure that their own and the health, safety and security of others is maintained.
- Staff will actively promote the Charity's commitment to equality and diversity by treating everyone with dignity and respect.
- All employees should take a proactive approach to personal development in order to ensure that skillsets are aligned to the demands of the role as it evolves and develops to meet the organisation's changing needs.
- All employees have a responsibility for protecting, safeguarding and promoting the welfare of children and vulnerable adults.
- It is the responsibility of all employees to conduct all business in an honest and ethical manner.
- Staff should uphold and demonstrate the Charity's values (reasoned, accountable, integrity, synergy and evolution).
- All staff should be aware of their responsibilities to protect the reputation of the charity e.g. social media and behaviour.
- Reporting incidents via the Datix system as part of an open and fair culture.
- Staff should be willing to undertake any activity as deemed appropriate by the charity that is in line with skills, experience and knowledge.

#### 4. Person specification

Education and qualifications	
Essential	Desirable
Undergraduate degree in numerate discipline with elements in healthcare data, statistics or data science, or equivalent experience in a relevant area of work	Masters or PhD in a related subject
Experience	
Essential	Desirable
Significant experience generating high quality insight from broad-ranging, complicated datasets	Experience in the development of systems for inputting, storing and dissemination of information
Significant experience of handling and analysing complex data and working with multiple sets of data and information systems	Experience working with patient-level data within healthcare industry
Experience of interpreting complex analysis and effectively presenting findings to a range of audiences	
Experience of managing data projects or leading teams	
Knowledge and Skills	
Essential	Desirable
Advanced skills in using database query languages (e.g. SQL) and/or programming languages (e.g. R, Python) for data processing and analysis.	Skills in statistical analysis and use of statistical software e.g. R, Stata, SPSS
Skills in using data visualisation and business intelligence tools such as Power BI, Tableau, Zoho Analytics.	Knowledge of medical and health data coding and formats

Expertise in data manipulation using Microsoft Excel	Understanding of medical statistics concepts and methods
Excellent communication and presentation skills, with the ability to convey complex data insights to non-technical stakeholders.	
Good level of competence across Microsoft Office 365	
Knowledge of data quality, data security and confidentiality issues	
<b>Personal qualities</b>	
Essential	Desirable
Excellent communication skills, both verbal and written	Good verbal presentation skills
Strong organisational skills and a collaborative approach	
Full UK Driving license to enable occasional travel between EAAA operational bases, as required	