Job Title: Manager Health Information & Decision Support
Relevant Work Experience: 5
Job Category: Healthcare Support; Management
Industry: Healthcare
Company Url: http://www.arnpriorhospital.com
Company: Arnprior & Disrict Memorial Hospital Corp.

Manager of Health Information
& Decision Support

The Arnprior and District Memorial Hospital and Grove Nursing Home are located in the Town of Arnprior, less than 30 minutes northwest of Ottawa. With approximately 300 staff, 260 volunteers, and a growing number of medical staff, this progressive organization with 105 beds is now completing a $12 million Emergency Department expansion to provide exemplary care to over 30,000 residents of West Ottawa, McNab/Braeside, Arnprior and portions of Mississippi Mills.

The Arnprior and District Memorial Hospital and Grove Nursing Home are currently seeking a full time Manager of Health Information & Decision Support. This position, which reports to the Director of Finance & Support Services, will have operational and strategic responsibility for health records, registration & switchboard, decision support, information reporting and will act as the Chief Privacy Officer. As a member of the Leadership Team, the position is required to support the implementation of the corporation's new strategic plan.

As the ideal candidate, you are a dynamic and innovative leader with the ability to maximize the potential of staff and have earned the respect of your organizational partners. You have strong organizational, interpersonal and communication skills, and have the ability to handle confidential matters. You have a minimum of 5 years of management experience in a health care setting, preferably in a Health Records department. Experience in a Meditech environment would be asset. Preference will be given to candidates with an HRA or Masters level designation.

The Arnprior and District Memorial Hospital and Grove Nursing Home offers a quality work life where staff, physicians and volunteers live by the values of Honesty, Accountability, Respect and Teamwork.

Candidates may submit an application to Human Resources by **December 18, 2009**. We thank all applicants, but only those under consideration will be contacted.

Nives MacLaren, Human Resources Officer
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