

NHIE CEO Phone Screening Rating Form

Candidate: _____ # _____ **Interview Date:** _____ **Time:** _____

Ratings:

1 = Apparent or Observed / lowest rating

4= Observed and Apparent, Above average rating

2= Observed, below average

5= Very apparent, excellent rating

3= Satisfactory, would meet minimum needs

Knowledge, Skill or Ability	Question/Interview Comments	
Interest in Position	How did you hear about this opportunity and why you are interested in this position with the Nevada Health Information Exchange?	Rating 1 - 5
Interviewer Comments:		
Confirming Qualifications	Please describe your qualifications for the position and why you think you would be successful in this job?	Rating 1 - 5
Interviewer Comments:		
General knowledge of NHIE and HIE	What do you know about the NHIE and HIE in general?	Rating 1 - 5
Interviewer Comments:		
General knowledge of NHIE and HIE	What experience do you have working in a startup environment? What do you believe to be the most critical skills needed to succeed in that type of environment?	Rating 1 - 5
Interviewer Comments:		
Dev. & Managing Staff	How would other people you have worked with describe your management skills?	Rating 1 - 5
Interviewer Comments:		
Org., Admin. Financial Mgmt.	Please describe the organizational, administrative, budgeting and financial management skills you would bring to this position?	Rating 1 - 5
Interviewer Comments:		
This position will be located in Nevada, and require travel up to 25% of the time. Are you available and willing to meet this requirement?		
Interviewer Comments:		

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Interviewers Evaluation

Communications	Summarize the candidate's overall ability to effectively communicate throughout the interview process.	Rating 1 - 5
Interviewer Comments:		

TOTAL SCORE

Summary or Evaluation (Enter final comments, observations and overall recommendations here:)

Interviewer Name: _____

Signature: _____

Date: _____

NHIE HIE Solution Architect/Technical Director

Proposed Job Description

Key Functions:

- Leads the process of defining the vision, principles, and processes that guide the design and deployment of Health Information Exchange (HIE) services for the Nevada Statewide HIE System/Network per the State Health IT Strategic and Operational Plan.
- Directs and manages NHIE HIE technical development, implementation and maintenance.
- Works with NHIE HIE Vendor(s) Directs for the creation of an HIE infrastructure that defines the interrelationships between processes, information, HIE Vendor hosted services, and applications, and ensures adherence to the State HIE strategy.
- Ensures the proper maintenance of the overall Statewide HIE System/Network architecture and its ability to adapt to new technologies and changing needs. This includes supporting the selection and contracting of HIE services from HIE Vendors.
- Maintains ongoing relationship with contracted HIE Vendor(s) to ensure continuity of services and evolution of those services to meet NHIE customer and market demands.

Responsibilities:

- Based a selected HIE Vendor products and services, develop and maintain the overall NHIE Solution Architecture across several levels/domains including: business, information, application, and infrastructure to facilitate the design and deployment of the Statewide HIE System/Network as well as the addition of new service offerings.
- Takes an active role in defining the NHIE Service Portfolio by translating market demands, HIE Vendor capabilities, and the NHIE mission into a services portfolio that can be offered to the Nevada health community.
- Monitor the evolution of HIE related standards for messaging, security, privacy/consent, and information management to ensure adherence to defined HIE standards while enabling continued adoption of HIE services across the State.
- Responsible for working with HIE Vendor(s) to establish and continually improve HIE IT efficiency and effectiveness in key topic areas such as:
 - Technology convergence
 - Application integration & optimization
 - Leveraging existing standardized computing and storage/data platforms
 - Project design improvement
 - Infrastructure simplification
 - Solution updates, version releases and patches
 - Business continuity and disaster recovery
- Defines and promotes the standards, guidelines, and principles that the NHIE team uses to make its technology decisions to minimize risk through high quality design and supported technology.

- Works collaboratively with NHIE staff, HIE Vendor, and NHIE customers in integration, issue resolution, and workflow improvements.
- Maintains understanding of state and federal HIE regulations and works closely with resources representing state and federal exchanges.
- Serves as a lead resource to various NHIE projects.
- Promotes new technology-based capabilities or innovations throughout HIE solution based on industry standards and/or trends.
- Creates an HIE scorecard to report key metrics on HIE utilization, throughput, and data quality to provide stakeholders within the Nevada Statewide HIE System/Network. This includes support for ongoing performance monitoring and evaluation per NHIE policy, State mandates, and Federal requirements.
- Will require some on-call coverage responsibilities
- Consults with operational leadership, especially project areas to reduce risk through HIE design expertise and improved alignment of project decisions to accepted HIE architecture and standards.
- Earns a reputation of credibility with application and infrastructure groups in order to facilitate the successful adoption of HIE.
- Directs and coordinates work with NHIE staff and subcommittees
- Works with stakeholders of the Nevada Statewide HIE System/Network (including independent HIEs) and the Western States Consortium in development of strategies and approaches for increased HIE usage and adoption.

Qualifications

Required Qualifications:

- Bachelor's or Master's degree from an accredited college or university in information systems, engineering, health information management, health informatics, or a closely related field
- Minimum of 3 years Solution Architecture experience.
- Demonstrated prior experience in Health Information Technology (minimum of 2 years). Experience must include health solution definition (e.g., architecture), clinical integration in a heterogeneous systems environment; HIT vendor selection and management; data management; security; and system operations
- Technical proficiency in integration platforms.
- Ability to lead infrastructure, application, quality assurance, and business continuity professionals.
- Experience with conducting requirements analysis and creating information structures in support of design concepts.
- Able to articulate user experience and design principles to team members and clients.
- Excellent interpersonal, presentation, written communication, and facilitation skills including ability to create technical and user level documentation.

- Organizational skills to facilitate a productive working environment with strong ability to prioritize and work on multiple tasks at the same time.
- Able to perform independent evaluation, selection, and application of standard techniques, procedures and criteria.
- Able to effectively work in a large, geographically diverse system.
- Experience with integration engine technology, HL7, other health messaging standard and services, IHE Profiles, Java and HTML transaction formats.
- Experience with implementing solutions that fully secure individually identifiable health information (IIHI).

Desired Qualifications:

- Past history of successfully building social networks as resources to rapidly formulate solutions and resolve technical issues.
- Demonstrated experience working with representatives from State and Federal government, health IT leaders in industry, vendor user groups, and/or standards committees.
- Familiarity with Federal and State Health IT architecture requirements (e.g., eHealth Exchange/NwHIN).
- Advanced degree in health care policy, health information management, health informatics, public health, or a closely related field.
- Significant experience and proven track record of managing and rapidly implementing and deploying operational health systems.

Compensation:

Compensation will be market-based, corresponding to the experience level, credentials, and personal characteristics of the candidate and will include a competitive base salary along with a full range of employee benefits.