

Position statement: Digital Health Officer

About the Role:

Adelaide PHN is seeking a Digital Health Officer to join our Data, Quality and Support team.

Responsibilities:

- Provide support and training to internal and external stakeholders in relation to the My Health record.
- Provide support and training around templates and referral form creation.
- Provide support and training in relation to data extraction tools and their use.
- Provide support and training around other Digital Health software and projects such as Telehealth.
- Support the development and dissemination of resources that support Primary HealthCare to understand and utilise digital health.
- Support Secure Messaging implementation and training on utilisation of Secure Messaging

Skills/Knowledge/Experience:

- Ability to support APHN objectives to deliver outcomes within a tight timeframe and displaying behavioural flexibility.
- Demonstrated ability to work as a member of teams and across multi-disciplinary teams with competing priorities.
- Exceptional communications skills and proven ability to develop relationships and work collaboratively.
- Demonstrated problem solving and analytical skills including an ability to identify effective solutions.
- A positive customer service attitude with a sound knowledge of confidentiality issues and sensitivity of information.
- Ability to meet service delivery objectives, in particular deliver services within a tight timeframe and an appropriate level of attention to detail.
- Able to exercise sound judgement in making decisions.
- Experience in working in either digital health, clinical software systems or information technology fields.