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# Example of Clinical Data Management Job Description

Our growing company is looking to fill the role of clinical data management. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for clinical data management

* Serves as Clinical Data Management Project Manager by providing leadership and management of data management activities
* Define the strategy of the Data Management group by identifying innovations (IT, standardization, organizational) that could lead to the efficiency and increase the quality of the whole department
* Coordinate complex data management tasks with high level of autonomy and ensures the activities performed throughout a trial are compliant with current guidelines and process
* Provide critical reviews and inputs linked to the data management aspects for development of Clinical Evidence Plan and Protocol Outline at the early stage of development
* Evaluates Data Management outsourced activities to ensure efficiency and regulatory compliance
* Support clinical studies including CRF design/review, database build and validation, creation of data management documents and laptop setups
* Manage and contribute to the review of current practices and procedures, to ensure that all data management activities are completed to applicable regulatory policies and standards
* Work with clinical analysts and platform developers to structure improved clinical management workflow
* Participate in sprints with multi-functional team to translate optimized workflows into actual system functionality
* Work in sprints with multi-functional team to help test and validate optimized clinical management workflows

## Qualifications for clinical data management

* Master's degree or higher is required
* Familiarity with healthcare environment and healthcare performance measurement required
* Knowledge of, and ability to interpret, univariate and basic multivariate statistics required
* Proficiency with Lean and Six Sigma
* Proficiency with CMS, State, TJC, third party payer quality data reporting requirements
* Working understanding of the research cycle and research methods required