



Example of Clinical Business Analyst Job Description

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Our growing company is hiring for a clinical business analyst. 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 business analyst

- Identify opportunities and engage in resolutions to drive operational and clinical outcomes for ongoing program administration
- Develop processes and manage practitioner and member inquiries coordinating with complaint department
- Engage in designing changes to eHC, XL Care and Scheduler systems to support quality documentation and outcomes
- Develop as needed high level reports and monitoring monthly labs, screenings and testing reports to ensure metrics are met
- Coordinate abnormal lab processes, job aids and communication mechanisms
- Engage in development of Operational Controls and Risks for labs, screening, testing, internal and external referrals
- Responsible for project systems planning including monitoring and tracking questions, conducting system testing, and developing and conducting user training
- Providing analysis on business problems, and creating business requirements for system enhancements
- Making recommendations on solutions for business problems
- Working with the System Analyst and Developer during design phase, and supporting the project through the development lifecycle

Qualifications for clinical business analyst

- Proven ability to work in a highly virtual and matrixed environment

- Familiarity with FDA regulations such as 21 CFR Part 11 and GxP is a bonus
- 3+ years of experience as a Business Analyst facilitating and documenting requirements (such as process flows, use cases, and / or business requirement documents) gathered from both business and IT counterparts
- Experience as a Solutions Analyst
- 1+ year of Testing (UAT) experience