

# Position Description

## EMR Dev Reports Analyst

<b>Classification:</b>	HS33 plus above award
<b>Business unit/department:</b>	EMR Services
<b>Work location:</b>	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
<b>Agreement:</b>	Victorian Public Health Sector (Health and Allied Services, Managers and Administrative Officers) (Single Interest Employers) Enterprise Agreement 2021-2025
<b>Employment type:</b>	Fixed-Term Full-Time
<b>Hours per week:</b>	38
<b>Reports to:</b>	Lynne Keith
<b>Direct reports:</b>	0
<b>Financial management:</b>	12-month contract
<b>Date:</b>	June /26

Austin Health acknowledges the Traditional Custodians of the land on which we operate, the Wurundjeri Woi Wurrung People of the Kulin Nation. We pay our respects to Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples.

### Position purpose

The Cerner EMR Developer / Report Analyst is responsible for supporting the day-to-day (BAU) reporting and development needs of the Oracle Health (Cerner) Electronic Medical Record (EMR). This role focuses on designing, developing, and maintaining high-quality reports, queries, and custom solutions to meet clinical, operational, and business requirements.

The position ensures timely delivery of accurate data insights while maintaining system integrity, performance, and compliance with governance and data standards. The role works closely with clinical stakeholders, business analysts, and IT teams to translate requirements into scalable reporting and development solutions.

## About the Directorate/Division/Department

The Department provides a wide range of Information Communication and Technology (ICT) and Electronic Medical Record (EMR) Services to Austin Health staff.

ICT and EMR Services is grouped into the following functional streams:

- ICT Services
- Infrastructure Services
- Application, Integration Services
- Strategy Engagement and Project Services
- EMR services

The ICT and EMR environment include business critical information systems and multi-campus data and telecommunications networks. It supports over 8,000 staff, computers, applications, Microsoft Windows, Unix servers and multiple database products and telecommunication devices.

EMR services office is located at the Austin Campus, however staff are required to work across all Austin Health campuses as required. The EMR team strives for a positive collaborative environment built on trust. They work towards collective decisions, and they are held accountable for outcomes.

## Position responsibilities

- Configure dynamic documents, Iview ,Mpages, worklists, Chart XR and ESH
- Design, develop, test, and maintain Cerner reports using tools such as: Discern Analytics, CCL
- Maintain custom development in JavaScript and CCL
- Develop and execute complex queries to extract and analyse clinical and operational data.
- Validate report outputs to ensure data accuracy, integrity, and consistency.
- Troubleshoot and resolve issues related to report performance, data quality, and system integration.
- Optimise queries and reports for performance and scalability.
- Ensure all reports comply with organisational data governance, privacy, and security policies.
- Maintain documentation for reports, data definitions, and development standards.
- Develop and maintain custom Cerner solutions including
- Validate documentation content and usability
- Perform special tasks or functions that go beyond the day-to-day activities of EMR Services as required by the Project Manager /EMR Services Manager

## Selection criteria

### Essential skills and experience:

- Proven experience in Cerner EMR reporting and development, particularly
- Discern Explorer (CCL) and Cerner data model understanding
- Programming knowledge in JavaScript
- Strong analytical, problem-solving, and troubleshooting skills
- Excellent written and verbal communication skills
- Experience working within structured EMR implementation or optimisation projects
- Requirements gathering and workflow analysis



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- System testing and validation

#### Desirable but not essential:

- Exposure to integration/data interfacing concepts (HL7, FHIR).
- Knowledge of clinical governance, safety, and regulatory requirements
- Experience working in complex healthcare or large-scale EMR environments

### Professional qualifications

#### Essential

- Bachelor's degree in:
  - Information Technology
  - Computer Science
  - Health Informatics
  - Or equivalent experience

#### Desirable

- Cerner certification(s) (e.g., CCL, Discern Analytics)
- Postgraduate qualifications in Health Informatics or Data Analytics
- ITIL Foundation certification (or equivalent)

### Quality, safety and risk – all roles

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.

### Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*
- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).



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- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.

## General information

### Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

### Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

### Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



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