

Minimum Qualification Specifications
For the Classes:TRAUMA DATA QUALITY ANALYST I, II, and IIIEducation Requirement:

Graduation from an accredited four (4) year college or university with a bachelor's degree.

Excess work experience as described under Experience below or any other progressively responsible administrative, professional or other analytical work experience which provided knowledge, skills, and abilities comparable to those acquired in four (4) years of successful study while fulfilling a prescribed college curriculum leading to a bachelor's degree may be substituted for the required education on a year-for-year basis.

The education or experience background must have demonstrated the ability to write clearly and comprehensively materials such as reports and analyses; read and interpret complex written material; perform research; and solve complex problems logically and systematically.

Experience Requirement:

Except for substitutions provided in this specification, applicants must have had progressively responsible experience of the type and quality described below and, in the amounts indicated in the following table:

Class Title	Specialized Experience (Years)
Trauma Data Quality Analyst I	0
Trauma Data Quality Analyst II	½ year
Trauma Data Quality Analyst III	1 ½ years

Specialized Experience: Work experience in trauma registry, medical records, nursing unit, or allied medical care facility which involved the performance of data analysis, working with trauma registry standards and best practices and the ability to interpret data to inform decision-making, working with an electronic health records system,

understand NTDS (National Trauma Data Standard) Trauma Data definitions, and trauma data collection systems.

Substitutions Allowed:

1. An Associate's degree from an accredited college or university may be substituted for two (2) years of the required Education requirement.
2. Certified Specialist in Trauma Registries (CSTR) certification by the American Trauma Society may be substituted for six (6) months of specialized experience.

Quality of Experience:

Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level responsibility as to conclusively demonstrate that they have the ability to perform the duties of the position for which they are being considered.

Certification Required:

Certified Abbreviated Injury Scale Specialists (CAISS) certification by the Association for the Advancement of Automotive Medicine.

Selective Certification:

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. In such positions, Selective Certification Requirements may be established, and certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Regions or facilities requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Health and Physical Requirements:

Applicants must meet the health and physical requirements deemed necessary to effectively and safely perform the essential functions of the positions with or without reasonable accommodation.

This is the first minimum qualification specifications for the classes, TRAUMA DATA QUALITY ANALYST I, II, and III effective April 9, 2024.

DATE APPROVED: Apr 9, 2024

JUANITA LAUTI
VP & Chief Human Resources Officer