

Privacy Officer – Information Systems

Duties:

- Provide advice on privacy and security legislation, policies and functionality necessary to support the development and maintenance of the Newfoundland and Labrador Electronic Health Record (EHR) and corporate information systems;
- Monitor end user compliances with privacy legislation and privacy good practices in information systems;
- Document privacy and security risks in formal Privacy Impact Assessments and Privacy and Security Architecture Assessment Documents;
- Liaise with Canada Health Infoway to ensure the successful completion of risk management tools as project deliverables;
- Work closely with project and program teams involved with new and upgrading information systems to analyze information system architecture, business processes and data flows to document security risks;
- Assist Centre staff in monitoring compliance with security standards;
- Provide consultation services to the regional health authorities and monitors regional compliance with established protocols on using risk management tools for the EHR; and
- Advise the various programs within the Centre on the development of procedures for responding to individuals requesting their own information.

Qualifications:

- Undergraduate degree in Business, Computer Science, Health, or related disciplines supplemented with a minimum of seven (7) years of relevant experience and related health care experience would be considered an asset;
- Certified Information Privacy Professional (CIPP) or Certified Information Systems Auditor (CISA) designation would be considered an asset;
- Experience in handling privacy incidents and investigations;
- Knowledge of International Standards Organization (ISO) 27000 information security standard for health care and Information Technology Infrastructure Library (ITIL);
- Strong understanding of Risk Management concepts;
- Strong business, analytical, research and communication (oral and written) skills; and
- Familiarity with all federal and provincial laws and regulations concerning information security and privacy.

Salary: This position is currently a Centre for Health Information Level 11 with a starting salary of \$59,972.64. For more information on this position, please contact Human Resources as indicated below.

Competition Number: 2010 PO 004

Applications stating references and competition number should be forwarded to the undersigned. While the Centre appreciates all applicants, only those short-listed for an interview will be contacted.

Human Resources
E-mail: employment@nlchi.nl.ca

The Newfoundland and Labrador Centre for Health Information was established by the Government of Newfoundland and Labrador to provide quality information to health professionals, the public, and health system decision-makers. Through collaboration with the health system, the Centre supports the development of standards and maintains key health databases, prepares and distributes health reports, and supports and carries out applied health research and evaluations. The Centre's mandate also includes the development of the provincial Electronic Health Record.