

OSCR Data Manager

The Fund for Public Health in New York City, (FPHNYC) is a 501(c)3 non-profit organization that is dedicated to the advancement of the health and well-being of all New Yorkers. To this end, in partnership with the New York City Department of Health and Mental Hygiene (DOHMH), FPHNYC incubates innovative public health initiatives implemented by DOHMH to advance community health throughout the city. It facilitates partnerships, often new and unconventional, between government and the private sector to develop, test, and launch new initiatives. These collaborations speed the execution of demonstration projects, effect expansion of successful pilot programs, and support rapid implementation to meet the public health needs of individuals, families, and communities across New York City.

PROGRAM OVERVIEW (School Based Health Centers)

The Office of School Health (OSH) is a joint program of the Department of Education and the Department of Health and Mental Hygiene, responsible for promoting the health of the 1.2 million school children enrolled in approximately 1,800 public and non-public schools in New York City. OSH has health records on all of these students and collects vital health and wellness information in the Automated Student Health Record System. In addition, all licensed School-Based Health Centers located in NYC Public Schools must report enrollment and clinic visit information via the Online School Based Data Repository (OSCR), a web-based data collection system managed by the OSH Adolescent Health Unit (AHU).

The OSH Adolescent Health Unit manages, among other programs, in-school reproductive health programs serving sexually active adolescents. These programs include the 1) Connecting Adolescents to Comprehensive Healthcare (CATCH) Program which offers in-school pregnancy tests, emergency contraception, hormonal contraception and referrals for reproductive health care by OSH staff in the school medical rooms; 2) School –Based Health Centers, which offer comprehensive primary care services that include mental health and age-appropriate reproductive health as critical components of primary health care services; 3) Chancellor’s and Mayor’s initiatives, an \$80 Million project to develop and build over 25 SBHCs over the course of 3 years; 4) Mental Health Roadmap Initiative to provide training and technical assistance to school-based mental health professionals; 5) Pathways to Success Project which focuses on working with NYC DOE LYFE Program parenting teens to link students to SBHCs and CATCH Programs co-located on their campuses; 6) Foster Care Initiative which aims to increase access to sexual and reproductive health services including contraception to NYC foster care youth with a focus on youth attending NYC public schools; and 7) the School Based Health Center - Reproductive Health Project (SBHC RHP) which works closely with all NYC SBHCs serving sexually active adolescent with the overarching goal of reducing unintended pregnancies and births.

POSITION OVERVIEW

Under the direction of the Director of Evaluation, the Data Manager will be responsible for contributing to the design and implementation of evaluation and analytic projects for the Adolescent Health Unit, overseeing data collection activities for NYC SBHCs, managing the web-based data collection system (OSCR), and contributing to OSCR system improvements. The data collected is used by the Office of School Health to evaluate the efficacy of the NYC School Based Health Center program, with a focus on teen pregnancy prevention services and their impact on contraceptive use and unintended pregnancy rates among sexually active female students.

RESPONSIBILITIES

Duties of the Data Manager include but are not limited to the following:

Data Management and Analytic Support

- Assist in the design, development and implementation of data collection, analysis and reporting for program efficacy and accountability of contraceptive use and unintended pregnancies among sexually active female students utilizing School Based Health Center services
- Utilize automated systems and tools to support the evaluation and analysis by developing and managing SAS code to create and archive datasets from de-identified, longitudinal patient- and clinic-level data and also to produce data-driven reports that contribute to program evaluation and reporting.
- Evaluate School Based Health Center data obtained from OSCR and prepare summary data reports at regular intervals and upon request to support AHU evaluation needs, including monitoring quality performance indicators related to SBHC metrics.
- Perform basic to advanced descriptive and inferential statistical procedures, depending on analytic and reporting needs
- Work closely and collaborate with all SBHC sponsors that are participating in data reporting to improve the quality of data reported to OSH and maximize the integrity of the data used for program evaluation.
- Assist with the design and execution of evaluation and analytic projects using appropriate methods and techniques.
- Develop and manage analytic datasets, including data cleaning and merging
- Perform data cleaning and merging to prepare analytic datasets for analyses and reporting
- Contribute to the evaluation and analytic needs of the Adolescent Health Unit by regularly reviewing program data to monitor the goals and activities.

OSCR System Management and Development

- Manage changes and updates to OSCR with the goal of improving data quality and user experience
- Work with OSH IT to develop and rollout OSCR changes and updates
- Assist in developing new OSCR reports, including developing report structures and internal logic
- Ensure data from OSCR sites is entered correctly and consistently and conduct related quality assurance activities
- Manage processes and testing for uploading EMR-extracted data into OSCR
- Perform OSCR administration tasks including creating new OSCR sites and setting up user accounts
- Deliver monthly trainings and workshops on OSCR and its reporting features
- Respond to technical assistance requests from OSCR users
- Communicate regularly with SBHC sponsors and OSCR users about data issues

QUALIFICATIONS

- Master's Degree in public health or related field
- Minimum of 2-3 years of full-time experience working in public health with data management responsibilities
- Must be NYC resident (or willing to relocate within 5 boroughs)
- Experience in the fields of sexual and reproductive health, family planning, adolescent health, or school-based healthcare preferred
- Intermediate to advanced proficiency in SAS, Excel, and Access
- Experience merging, cleaning and managing large databases
- Ability to communicate technical information to both technical and non-technical audiences
- Ability to work cooperatively as part of a team
- Creative, well-organized, and able to complete assignments and meet deadlines

SALARY AND BENEFITS

FPHNYC offers a comprehensive benefits package. The salary range for this position is \$70,286 - \$88,213.

ADDITIONAL INFORMATION

There is potential for this position to transition to DOHMH and therefore candidates must meet DOHMH eligibility requirement including NYC residency.

TO APPLY

To apply, send Resume, with Cover Letter, including current/most recent salary and how your experience relates to this position, to publichealthjobs@fphnyc.org indicating “OSCR Data Manager your name” in subject line.

The Fund for Public Health in New York City is an Equal Opportunity Employer and encourages a diverse pool of candidates to apply.