

**Health research analyst required to work in a team of
'evidologists' based in central London**

Bazian Ltd

JOB DESCRIPTION and PERSON SPECIFICATION FOR CANDIDATES

Contact:

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Closing date for receipt of applications: 7th April 2011

Interview dates: 13th to 18th April 2011

1. Job Description

Job Title: Health research analyst

This is a full-time position based in London (working at 10 Fitzroy Square, W1T 5HP) offered as a fixed term contract for 12 months. Individuals wishing to work part-time will also be considered. The position is offered with a view to a permanent position in 2012.

Purpose

To provide high quality, rapid analysis of health research using the principles of evidology
To assist in developing new products and implementing systems for production
To disseminate knowledge about evidology methods and processes

Remuneration

The indicative full time salary for this position is in the range £25,000 to £33,000 per annum, depending on skills and experience. Pro-rata rate applies for a part time position.

Hours of work

Flexible days and hours: minimum 20 hours per week part time

Reporting Line

This position reports to the Health Research Analyst Manager (Team leader)

Key working relationships

Internal:

- Clinical programmes director
- Management and administration teams
- Other Health Research Analysts
- Information specialists

External:

- None

Position summary

Health research analysts work in a team with other members of the science unit to produce high quality, rapid analysis of health research. They are skilled in asking relevant questions, finding studies that help answer these, extracting data, interpreting this simply within the context set by the question, representing this visually, textually and verbally, and drawing justifiable conclusions. They communicate, where required, unambiguously and understandably with the target audience. The position requires an understanding of the science of evidology and the ability to learn quickly in new clinical areas. An ability to interpret and represent complex information simply and to balance competing evidence is critical.

Position responsibility areas

This position covers the following areas of responsibility:

- Reviewing and appraising research
- Extracting quantitative and qualitative data from research
- Interpreting and communicating conclusions from research information
- New product development
- Learning and training

Responsibilities

- To be responsible for the review and appraisal of research articles, systematic reviews and guidelines in a timely manner
- To be responsible for the extraction of relevant qualitative and quantitative data with analysis and representation of this data visually, textually and verbally
- To be responsible for the interpretation of information in specified healthcare contexts and the inference of meaningful conclusion based on the information
- To be responsible for the development, maintenance and implementation of processes and systems for existing and new products and to ensure the high standard of these
- To be responsible for proactively identifying personal learning needs and relating these to company requirements, taking an active role in the transfer of evidology knowledge and skills to others

Tasks

To be responsible for the review and appraisal of research articles, systematic reviews and guidelines in a timely manner

- refine and clarify research questions
- consult with domain experts
- determine current practice
- assess relevance from abstracts of healthcare research
- critically appraise healthcare research quality
- record the filtering process
- manage reference lists with bibliographic software
- determine study design from reports
- identify and rank study quality

To be responsible for the extraction of relevant qualitative and quantitative data with analysis and representation of this data visually, textually and verbally

- extract research results into data tables
- analyse and rank the quality of a body of evidence
- form a considered judgment on the quality of the evidence and the relative importance of reported outcomes
- present results in written, numerical and graphical formats
- model data and understand the underlying assumptions

To be responsible for the interpretation of information in specified healthcare contexts and the inference of meaningful conclusion based on the information

- draft evidence based reports
- interpret research results from the perspective of payers, providers, clinicians and patients
- liaise with Information scientists, editors and other members of the scientific team in the authoring process
- co-ordinate internal and external review of draft documents

- review and redraft documents to take account of external and internal critique
- describe any limitations to the evidence based reports delivered

To be involved in the development, maintenance and implementation of processes and systems for existing and new products and to ensure the high standard of these; where appropriate to:

- advise the team leader on technical perspective of new products
- assist with writing proposals, process documents and supporting components required for new products
- monitoring delivery of new products against the delivery plan
- represent Bazian and the research team at selected meetings where required
- participate in scientific team discussions on standards and quality assurance
- participate in a quality improvement plan for the organisation
- to participate in audit processes from time to time

To proactively identify personal learning needs and to relate these to organisation requirements, taking an active role in the transfer of evidology knowledge and skills to others, where appropriate to:

- identify learning needs for oneself
- participate in teaching other analysts
- participate in one to one training and mentoring of staff
- take a role in the induction process for new staff
- draft or co-author methodology papers and presentations for internal use and/or publication
- draft abstracts for presentation at evidence based healthcare conferences

2. Person Specification

The person specification describes the knowledge, skills, aptitudes, experience and qualifications that Bazian consider necessary for successful performance in the job role.

Qualifications

Essential

- A science or health related degree (basic health related sciences, biomedical sciences, pharmacy, nursing or medicine)

Desirable

- Postgraduate qualification (eg. PhD or MSc/MPH in public health or equivalent) in a scientific, medical or health field

Experience

Essential

- Post-degree experience in a health related field

Desirable

- Experience in health services research or design, evaluation and interpretation of research
- Experience communicating health research to varied audiences
- Additional experience in clinical coding, health economic modelling or webpage design an advantage

Skills and abilities

Essential

- Ability to communicate fluently in English
- Ability to think conceptually
- Ability to clearly communicate complex information
- Familiarity with standard office software, including spreadsheets
- Proven analytical, numerical, verbal, written and presentation skills

Desirable

- Ability to work under pressure, setting priorities and managing tight deadlines
- Familiarity with concepts in evidence based healthcare and critical appraisal
- Ability to implement innovative ideas and influence others
- Ability to prioritise own workload
- Excellent problem solving and decision making skills
- Ability to work effectively with colleagues both within Bazian and from other organisations

Personal disposition

Essential

- An understanding and passion for bringing scientific evidence and critical analysis to bear on debate, practice and policy in healthcare
- Personal commitment to continuous personal professional development
- Open minded with a view to adopting new practises
- Personal integrity and the ability to evoke trust and respect from others
- Enthusiastic and with a positive attitude

3. Health research analyst; job competencies

This list describes the competencies which may be developed over time. Individual training will be provided for analysts to support the development of the following according to role, ability, interest and the needs of the business. There is an in-house training scheme and mentoring support provided by analysts.

Conceptual and analytical thinking

- Able to separate and group complex issues and factual details quickly into mutually exclusive, hierarchical categories to permit logical, stepwise and rapid analysis
- Able to discard trivial or non-contributory information quickly and decisively
- Isolates and explains root causes of complex problems and proposes realistic and practical solutions to solve them

Timeliness and volume of work

- Consistently delivers on agreed objectives and expectations
- Meets commitments and takes responsibility for their personal performance
- Plans work to meet defined objectives
- Schedules in advance the steps and resources required in a task or project
- Builds in appropriate contingencies
- Seeks timely help appropriately

- Consistently strives to meet or exceed expectations

Initiative / innovation

- Easily adapts to new situations and ways of working
- Easily able to bring skills to bear effectively on unfamiliar problems
- Seeks out and acts on opportunities without being prompted by others
- Demonstrates a proactive and innovative approach
- Contributes ideas to the team

Quality focus

- Maintains high standards in the output they produce and encourages others to meet similar standards
- Attention to detail, ensuring technical and factual accuracy of work completed
- Consistently evaluates work to achieve excellent results
- Consistently strives to meet or exceed expectations

Client/user focus

- Can view issues in the context of society and wider public health policy
- Identifies and understands the client or end user's needs
- Focuses on meeting the needs of the end user

Technical skill / knowledge of job

- Demonstrates technical knowledge and skills relevant to the role
- Builds on knowledge and skill areas and shares them with others
- Familiar with principles of evidence-based medicine (EBM), including critical appraisal, systematic reviewing, principles of meta-analysis, basic modelling, and data interpretation

Writing skills

- Communicates information in a written format in a clear, concise and unambiguous manner
- Presents data effectively (i.e. to convey meaning) in graphical formats

Numerical skills

- Fluent in manipulating data and calculating basic statistics

Teamwork and communication

- Takes a co-operative approach within the team, sharing knowledge and information

Training

- Undertakes self-directed learning

4. About Bazian

Bazian was founded in 1999 by two of the doctors who worked for the British Medical Journal and designed BMJ's Clinical Evidence. Since then we have been the "Intel Inside" key UK evidence-based products including Clinical Evidence, and the Map of Medicine (for whom we created 400+ evidence-based pathways). Bazian has conducted technology assessments for NHS PASA-CEP, various PCTs across England, and provided responsive evidence reviews to the STEER service provided by NHS R&D from 2001 to 2004. The British Medical Association turned to Bazian to conduct the systematic review that helped to settle the clinical debate about the MMR vaccine in 2002, and in that same year we rapidly cleared NICE's backlog of interventional procedure overviews. We are also the team behind the responsive "Behind the Headlines" service on NHS Choices.

Our team includes Informaticists, Health Research Analysts, and Clinicians with significant experience in evidence based methods and quantitative analysis, producing tailored outputs to tight timelines, to suit our clients' needs.

See www.bazian.com for more information