



is currently seeking a **PRIVACY ANALYST**
to join the eHealth Centre of Excellence for a contract position

Program Overview:

The eHealth Centre of Excellence strives to work at both the provincial and local level to move eHealth initiatives in Waterloo Wellington forward. The Centre's founding vision is one of innovation and partnership: to create a collaborative space in which to share knowledge, develop best practices and enable technology to support improved clinical care. Critical to the success of eHealth initiatives is working with system partners to support priorities that ensure the best case for the residents of Waterloo Wellington.

Position Description:

The Privacy Analyst will play a key role in supporting digital health initiatives in the Waterloo Wellington LHIN. The Privacy Analyst will oversee all activities related to the development, implementation, and maintenance of digital health privacy policies in accordance with federal and provincial laws. This role will actively participate in various privacy committees and will engage with internal and external stakeholders to conduct training, perform compliance monitoring activities and identify any concerns to the Practice Lead, Program Manager and eCE executive.

Key Roles and Responsibilities:

- Conduct regular assessments, audits and reporting on privacy and security risks associated with digital health tools and technologies
- Establish privacy and security standards and targets associated with the delivery of privacy services
- Review the compliance of participating health care providers to the privacy and security standards and legislation
- Deliver training to users on the specific issues, requirements, policies and processes to ensure that the use of assets is in accordance with regional, provincial and federal privacy and security guidelines
- Act as a single point of contact to field questions and investigate concerns regarding adherence to privacy, security and consent policies and standards
- Actively participate in related regional committees and workshop groups as assigned by the Practice Lead or Program Manager
- Support participating health care providers in the development of their internal privacy processes, policies and best practice.
- Support and facilitate understanding and discussion between health care providers and jurisdictional authorities
- Provide regular reports to the Practice Lead/Program Manager

- Other duties as assigned

Experience, Skills and Qualifications:

- Minimum five years of experience in a similar role
- Certified Information Privacy Professional/Canada (CIPP/C) or equivalent designation strongly preferred
- Demonstrated understanding of provincial and federal laws and regulations concerning information privacy and security
- Familiar with eHealth Ontario provincial assets and local clinical initiatives
- Demonstrated knowledge and experience in health care, in relationship to privacy requirements and best practice
- Exposure and understanding of privacy requirements and best practice in various healthcare environments
- Demonstrated experience with projects that span multiple organizations
- Ability to communicate technical and legal information effectively and clearly to a wide variety of audiences
- Strong communication skills (written and oral)
- Strong presentation skills
- Demonstrated interpersonal and problem solving skills
- Strong ability to pay attention to detail
- Ability to work as part to a team to accomplish common goals
- Strong proficiency with Microsoft Office tools (Word, Excel, PowerPoint, etc.)

If this position is of interest to you, please submit your cover letter and resume to: hr@family-medicine.ca

The CFFM Care Innovations team is a respectful and inclusive workplace. Upon individual request, hiring processes will be modified to remove barriers to accommodate those with disabilities. Should any applicant require accommodation through the application, interview or selection processes, please contact Human Resources at hr@family-medicine.ca for assistance.

We thank all interested applicants; however, due to the volume of resumes we receive only those selected for an interview will be contacted.