

## Mississauga Halton LHIN

### ***LHIN – eHealth Project Manager (6 month Assignment)***

#### Position Description and Candidate Profile

#MH EH 027

#### Mississauga Halton LHIN Background [www.mississaugahaltonlhin.on.ca](http://www.mississaugahaltonlhin.on.ca)

The Mississauga Halton Local Health Integration Networks (LHIN) is one of 14 that have been established and launched in Ontario. The Ontario government is changing the delivery of health care service through the creation of Local Health Integration Networks - community-based organizations that will plan, coordinate, integrate and fund health care services at the local level.

The Mississauga Halton LHIN includes the municipalities of South Etobicoke, Mississauga, Halton Hills, Oakville, and Milton, and covers approximately 900 square kilometers. While it is one of the most geographically compact LHINs in the province, it is the fourth largest LHIN in Ontario based on population and fastest growing with over one million people residing in the region.

Ontario is also embarking on a substantial transformation project through the government's eHealth program. LHINs will play a crucial role in the implementation and adoption of eHealth solutions in the broader health sector.

As a result of these exciting changes in healthcare service delivery, the MH LHIN is in the process of forming and launching its eHealth plans, strategies and initiatives and has a new position temporary part time position.

#### **Your Opportunity to Make a Difference**

eHealth project managers, team members and key stakeholders must connect, collaborate and contribute to make eHealth projects successful. Overseeing technical eHealth projects demands a whole range of skills. It requires a keen understanding of people skills and the best approach to achieve successful stakeholder engagement, communication, team building and relationship management.

As the **LHIN eHealth Project Manager**, reporting to the MH-LHIN eHealth Program Manager, your core accountabilities include:

- Manage and oversee all project activities for the Physician eReferral project
- Work collaboratively with all stakeholders including vendors, physicians, and specialists in selection/development, implementation and adoption of an eReferral solution.
- Follow standards and practices for managing projects (based on PMO standards) including;
  - the planning and ongoing management of project activities as defined in project charters and integrated project plans

- a process for identification and resolution of project issues, including appropriate escalation paths
- a process for identification of project risks and development of mitigation strategies, including appropriate escalation paths
- a process for accurate & consistent project performance reporting to ensure that project partners have a common understanding of project status, progress & accomplishments
- Provide stakeholder management expertise along with project communications
- Provide regular project performance reports to the LHIN eHealth Program Manager and PMO

**Work Experience:**

- Experience working with portal technology and secure e-mail
- Experience working within the Primary Care Setting and with Physician stakeholders.
- Knowledgeable in privacy and security legislation as it relates to the electronic transmission of personal health information.
- Enable effective group decision-making and collaborative problem-solving
- Experience working collaboratively with many stakeholders
- Manage vendor relationships including EMR vendors
- Manage perceptions and expectations
- Balance task-driven project details with fostering relationship
- Foster a collaborative atmosphere for open communication, feedback and negotiations
- Conduct productive meetings
- Awareness of differing work styles and motivations
- Working with subject matter experts (SME)
- Make all your face-to-face encounters positive, even when a crisis occurs
- Using leadership styles that are most productive
- Most eHealth projects generate change - how to manage it

**Your Professional Qualifications will include:**

- 5 years project management experience
- 1 year in healthcare IT related project work
- Familiar with MS Project
- Excellent interpersonal, communication (written & verbal) and time management skills

**Position Location and Travel:**

This position is located in the Oakville offices of the Mississauga Halton LHIN; some travel will be required within the region.

To apply for this position send your resume to: [carol.osborne@lhins.on.ca](mailto:carol.osborne@lhins.on.ca)  
Please include the profile # **MH EH 027** in the subject line of all correspondence

Deadline for applying is Wednesday, February 17<sup>th</sup>, 2010

**Note: This position requires an immediate start date of March 1, 2010.**

We thank all applicants for their interest; however only those candidates selected for an interview will be contacted.