



## TENNESSEE VACCINE-PREVENTABLE DISEASES AND IMMUNIZATION PROGRAM (VPDIP)

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The Tennessee Department of Health (TDH) Immunization Program in Nashville has an opening for a Clinical Application Coordinator (CAC) 2 to work with the Tennessee Immunization Information System (TennIIS).

Below you will find the minimum qualifications and an overview of the responsibilities for this position. This position will be posted on the Tennessee Department of Human Resources (DOHR) website for applications **for two weeks, beginning Wednesday, March 18, 2020**. If you are interested in this position, please check the website and follow the link to the DOHR website to apply: <https://www.tn.gov/careers/apply-here.html>. The Clinical App Coordinator 2 position number is: 03182020-7457. The Job ID number is 7475. While we are glad to receive a CV, to be considered, an applicant must submit an online state application.

### Minimum Qualifications

Education and Experience: **Master's Degree** in public health, health sciences, health services, health informatics, health care administration or nursing and **two (2) years' experience** in deployment or implementation of application systems (clinical preferred), or a related field with a strong foundation in system design, analysis, and evaluation. OR

**Bachelor Degree** in public health, health services, health science, health informatics, health care administration, or nursing with **five (5) years' experience** with deployment or implementation of applications systems (clinical preferred), or a related field with a foundation in systems design, analysis, and evaluation. OR

**High school diploma or equivalent with twelve (12) years' experience** in a health informatics related field, or a combination of health care office management and information technology services. Prior experience as a clinical application coordinator (CAC) is preferred.

### Roles and Responsibilities for TennIIS Clinical Application Coordinator 2 (CAC 2):

The TennIIS team is part of the Immunization Program within TDH, which has programmatic oversight of the state's IIS ("immunization registry") and its web interface.

TennIIS is a lifelong immunization registry, giving immunization providers the ability to submit, update and obtain comprehensive immunization records on patients in the system either through a web portal or through electronic data exchange between TennIIS and their Electronic Health Record (EHR) system. Providers who wish to exchange data with TennIIS electronically may do so in compliance with the Health Level 7 (HL7) standard implementation guide used by TDH.

This CAC 2 position will manage the IIS Data Exchange Team. The IIS Data Exchange team manages all electronic connections between EHRs and TennIIS. This position also oversees the process of correcting bugs and change requests for system enhancements to ensure the processes stay on track. The CAC 2 will coordinate TennIIS regression testing with the team when a new system patch or enhancement is released. The CAC2 will support and be supervised by the

TennIIS CAC 3 who serves as overall TennIIS team manager. Responsibilities include, but are not limited to:

- Manage internal TennIIS projects, ensure accountability of program and IT project team members, help ensure projects meet planned timelines.
- Coordinate bug fixes and change requests with the IIS vendor, collaborate with other state IIS programs that use the same IIS platform.
- Manage TennIIS regression testing.
- Plan and execute outreach related activities.

Link to the DOHR job specification for a Clinical Application Coordinator

2: <http://agency.governmentjobs.com/tennessee/default.cfm?action=viewclassspec&classSpecID=909623&viewOnly=yes>

The minimum starting salary is \$5,756/monthly.

TDH is an equal opportunity, equal access, affirmative action employer.

Only candidates who are currently eligible to legally work in the United States will be considered.

For inquiries, please contact Nathalie Hartert, IIS Manager at [nathalie.hartert@tn.gov](mailto:nathalie.hartert@tn.gov)