Think Cleverley

At Cleverley + Associates, we are all about relationships. They are at the core of who we are and what we do. We love building relationships with our clients and uncovering data relationships to produce results that create value. We provide healthcare providers with industry-leading analytics and strategic consulting services designed to navigate today's challenging pricing and payment environment. Our team has built a reputation as the industry leader in this space, and we are looking to grow.

Position:

Healthcare Data Analyst

- Provide analytical and technical support for healthcare consulting projects through the management, integration, validation, and analysis of hospital claims, charge, financial, and other healthcare data. This position works closely with internal lead consultants and external clients to translate business requirements into reliable data solutions, identify and resolve data quality issues, and prepare high-quality data for analysis and reporting. The Healthcare Data Analyst will leverage **technical data expertise, healthcare knowledge, analytical problem-solving, attention to detail, and strong organizational skills** to effectively manage priorities and support multiple consulting projects.

Responsibilities:

- Access, interpret, and analyze healthcare data from multiple sources, including client-submitted claims and charge data, Medicare cost reports, audit data, enrollment files, provider information, and other healthcare datasets.
- Apply healthcare and business knowledge to assess project requirements, resolve data-related issues, and identify potential barriers that may affect project design or outcomes.
- Integrate and standardize data from disparate sources through data mapping, normalization, joins, common identifiers, and other data transformation techniques to support consistent and reliable analysis.
- Perform data validation, reconciliation, and quality-control reviews to identify inconsistencies, missing information, anomalies, and other data-quality concerns.
- Investigate data-quality issues and recommend solutions or process improvements that enhance the accuracy, completeness, and reliability of analytical data.
- Use SAS, including Base SAS and SAS Enterprise Guide, to process, transform, validate, and analyze large healthcare datasets.
- Develop, maintain, and modify SAS programs and standardized templates used to clean, manipulate, join, reconcile, and prepare data for analysis and downstream project workflows.

- Use Excel and text-editing tools to review source data, perform preliminary validation, and identify formatting, structural, and data-quality issues prior to processing.
- Provide subject-matter guidance on data availability, structure, integration, content, and quality, including the appropriate use and interpretation of healthcare data elements.
- Collaborate with internal teams and external clients to understand data requirements, resolve issues, communicate findings, and support successful project delivery. Key stakeholders may include IT analysts, consultants, decision-support teams, financial and business analysts, and organizational leadership.
- Maintain clear documentation of data sources, mapping decisions, validation procedures, processing logic, and project-specific assumptions to support consistency, transparency, and reproducibility

Core Technical Skills

- Proficiency with Microsoft 365, particularly Excel, Teams, Outlook, SharePoint/OneDrive, and approved AI-assisted productivity tools such as Copilot.
- Experience using SAS, SQL or other analytical programming language(s) to manage and analyze data within relational databases, including data querying, integration, filtering, aggregation, and reconciliation.
- Experience working with large and complex datasets, including data cleaning, manipulation, transformation, integration, and validation.
- Experience working with relational data structures, data mapping and normalization, including the use of joins and common identifiers to integrate, validate, reconcile, and quality-check data across multiple sources.
- Ability to recognize patterns and troubleshoot data anomalies, including missing, duplicate, unmatched, inconsistent, and unexpected records.

Preferred Technical Skills

- Experience with Base SAS and SAS Enterprise Guide
- Experience with Microsoft SQL Server/SQL Server Management Studio or comparable relational database tools.
- Experience with Python or similar analytical programming languages.
- Familiarity with modern data and analytics platforms such as Mongo.
- Experience working with healthcare claims, charge, CDM, financial, reimbursement, or other administrative healthcare data.
- Familiarity with healthcare coding and data concepts such as CPT/HCPCS, ICD-10, revenue codes, CDMs, encounters, and claims.
- Ability to appropriately use AI-assisted tools to support code development, troubleshooting, documentation, analysis, and productivity while maintaining applicable data privacy, security, and quality standards.

Required Qualifications:

- Bachelor's degree in: Data Science, Data Analytics, Business Analytics, Health Informatics, Statistics, Mathematics, Health Administration, or a related quantitative, healthcare, business, or technology field.
- Proficiency in the use of standard Microsoft Office 365 applications such as Teams, Word and Excel are required.
- Technical sophistication with relational database concepts and applications, analytic data development (statistics) and decision support tools.
- Experience with program logic and coding methods such as manipulating large datasets, especially health care or administrative datasets, including merging across a common identifier.
- Experience analyzing healthcare data, preferably hospital claims, charge, CDM, financial, reimbursement, or other administrative healthcare datasets. Experience with data validation, mapping, reconciliation, and quality control is strongly preferred.
- Excellent communication skills (written and verbal) and organizational skills.
- Possess strong problem solving, pattern recognition, analytical, and leadership skills.
- Exhibits a strong customer service focus with demonstrated ability to resolve business issues creatively.
- Ability to be flexible and adaptable to client and lead consultant needs.
- Strong organizational skills and the ability to prioritize and manage multiple concurrent projects in a fast-paced consulting environment while meeting deadlines and maintaining high-quality results.
- Able to succeed in an environment that requires constant development of technical skill and expansion of business expertise.
- Ability to maintain a high standard of quality assurance and attention to detail, including creating and implementing data quality control processes within the project
- Ability to receive and apply feedback in a professional manner; ability to convey both positive and constructive feedback to others in a professional and effective manner.

About:

Started in 2000, we are a privately-owned consulting and analytics company headquartered in Columbus, Ohio, that partners with hundreds of hospitals each year to address today's most challenging questions in pricing, payment, and financial performance for the US hospital industry.

We help hospitals provide value to their communities. We acquire, standardize, and aggregate a variety of hospital financial and operational data. Leveraging these data sources, we provide custom consulting and advisory services primarily focused on revenue cycle, budgeting, decision

support, and finance operations. Specifically, we aim to help make hospital prices more reasonable, hospital reimbursement easier to understand and manage, and data more actionable.

We provide a flexible, family-friendly work environment, comprehensive health benefits (including Medical, Dental, Vision, Life/Disability Insurance, and HRA), 401k, profit sharing, and paid time off.

Cleverley + Associates makes employment decisions based upon abilities, talent, effort, team attitude, and results. We grant equal employment opportunity to all qualified individuals without regard to race, color, religion, sex, national origin, age, ancestry, citizenship, disability, sexual orientation, or other protected class status.

Candidates for this position must be employable in the United States without sponsorship.

If you are interested in applying for this position, please send your resume, references, and relevant work examples to careers@cleverleyassociates.com.