Tennessee Department of Health
Director, Data Governance Program, Office of Informatics and Analytics
(Clinical Application Coordinator 3)

The Tennessee Department of Health (TDH), Office of Informatics and Analytics, seeks an individual to develop and supervise a new data governance program. The program includes the existing Institutional Research Board (IRB), the Data Request system, a new Data Release Committee (DRC) for non-research data use, and oversight of data suppression guidance for the Department. The program will provide consultation and coordination across the department for activities involving the sharing, transmission and appropriate use of data. Currently, several hundred data requests flow through the department annually. Research and programmatic staff require senior expertise on appropriate sharing and use of data within the context of public health and the many legal parameters surrounding public health data sets.

This individual will:

- Provide ongoing oversight of the IRB, including ensuring that all rules and regulations are followed, recruiting and training IRB members, providing consultation on specific IRB applications and managing the IRB staff.
- Oversee the development of a new Data Release Committee, to include all forms, documents and processes for appropriate management of the release and use of non-research data that includes personally identifiable and personal health information. The DRC will meet all of the Federal requirements of a privacy board and it will be the responsibility of this individual to ensure that these requirements are met, and continue to be met over time. Establishment and leadership of this committee is an essential component of moving the Department's data governance approach forward.
- Provide consultation and oversight for specific data requests, serving as a senior leader to ensure that data use meets the goals and strategic focus of the Department as a whole.
- Lead the development of a data governance strategy to be disseminated throughout the department, to include data collection, management, integration and oversight. This individual should be prepared to establish sample documentation for all staff and to provide division-level consultation as needed. He or she will lead the development of the necessary and appropriate committees for data governance, and will produce a written strategy for all of TDH.
- Lead the Data Suppression Workgroup, which includes senior level scientists, statisticians and legal counsel to set the standard for a process to assess and approve data release that meets the requirements of providing good data to the public while protecting the integrity and privacy of the data. This requires high level understanding of privacy laws, an ability to supervise complex statistical work and an aptitude for bringing together different perspectives to establish a process that is transparent, comprehensive and efficient for making decisions about data release.

The individual selected should have substantial experience (at least 5 years) with use of data for both programmatic and research purposes, should have expertise in the application of privacy and Health Insurance Portability and Accountability Act (HIPAA) rules, and should be comfortable with development of agreements for data sharing. They should have exceptional organizational skills and the leadership and maturity to establish a new program, and to supervise staff in a rapidly growing and critical program. The ideal candidate will have a doctoral degree (PhD in a research science or Doctor of Jurisprudence preferred). They will have demonstrated experience with the establishment of systems for tracking and management, and they should have a level of experience that provides an understanding of the complex nuances needed to both protect data appropriately and ensure that it is used well to further the public's health. Ideal candidates will have participated in IRB activities, will have an understanding of privacy and of data security, and will be comfortable in a dynamic, multidisciplinary environment where data are used for both research and programmatic purposes.

To apply, please email a resume and cover letter to charles.owen@tn.gov. This vacancy will remain open until it is filled. Candidates must be eligible to work in the United States.

The State of Tennessee is an equal opportunity, equal access, affirmative action employer.