



## EMPLOYMENT OPPORTUNITY



### **Position: HEALTH INFORMATION MANAGEMENT PROFESSIONAL I**

**Facility:** Lamont Health Care Centre

**Status:** PERMANENT PART-TIME

**Position Summary:** The Health Information Management Professional will be responsible for coding and abstracting data from patient health records using the ICD-10-CA/CCI classification systems. (NACRS and DAD). The Health Information Professional will also be expected to process release of Information requests, assist in Deficiency Management, scanning, auditing of all scanned documents and other Health Information Management Department functions.

**Reporting to:** Health Information Management Supervisor

#### **Qualifications:**

- Graduate from an accredited Health Information Management Program.
- Active or eligible for registration with the Canadian Health Information Management Association (CHIMA)
- Knowledge of current Canadian Coding Standards and Discharge Abstract Database (DAD) and National Ambulatory Care Reporting Standards (NACRS) Abstracting manuals.
- 1-year minimum coding experience with ICD-10-CA/CCI
- Recent experience with Connect Care (EPIC) and 3M HDM abstracting system.
- Experience with Microsoft Office Applications (Outlook, Word, Teams, Excel and Power Point)

#### **Skills/Knowledge/Abilities**

- Excellent typing and computer skills.
- Proven ability to work independently
- Strong organizational skills and time management to meet deadlines.
- Connect Care training is an asset.
- Must work effectively under pressure and show good judgment.
- Must be able to demonstrate teamwork, interpersonal relationships and strong communication skills.

**Hours: 0.60 FTE (Days)**

**Salary:** As per the HSAA Collective Agreement

**Date Posted: January 13, 2026**

**Closing Date: When suitable candidate found**

**Commencement Date: When suitable candidate found**

**Resume to:** [Olena.Tanasiitchouk@ahs.ca](mailto:Olena.Tanasiitchouk@ahs.ca) or [hr@lamonthcc.ca](mailto:hr@lamonthcc.ca)

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**Competition #: 01-13-26**

*"A current Criminal Record Check is a pre-employment requirement for all new employees to Lamont Health Care Centre"*

*"We sincerely thank all candidates for their applications; however only applicants selected for an interview will be contacted."*