

## Chief Nursing Informatics Officer Job Description

As the Chief Nursing Informatics Officer (CNIO) role varies within healthcare organizations, it is essential to have a standardized job description that can be referenced for needed competencies regardless of specific job title. This document provides recommendations for a C-Suite level CNIO or equivalent job description including qualifications and experience, key responsibilities and reporting structure.

### Qualifications

<b>Education</b>	<b>License</b>	<b>Certifications</b>
<ul style="list-style-type: none"> <li>• MSN or Masters in Informatics, required</li> <li>• Masters in Information systems, optional</li> <li>• MBA or closely related field, optional</li> <li>• DNP or PhD in Nursing/ Informatics, preferred</li> </ul>	<ul style="list-style-type: none"> <li>• Current and active RN license</li> </ul>	<ul style="list-style-type: none"> <li>• American Nurses Credentialing Center - Nursing Informatics and/or CPHIMS optional</li> </ul>

### Previous Experience

	<b>Director &amp; Below</b>	<b>C-Suite</b>
<b>Leadership</b>	2-3 years	5-7 years
<b>Clinical</b>	5 years	5 years
<b>Informatics</b>	3 years	5-7 years

### Key Responsibilities

#### Strategy & Leadership

- Serves as the strategic liaison for health IT efforts representing nursing and patient care team needs.
- Creates a communications strategy and cross-organizational vision for nursing/clinical informatics in concert with the overall nursing communication strategy.
- Understands the impact of regulatory changes and interprets and evangelizes them for internal and external constituents.

- Develops the nursing/clinical informatics strategies related to health IT procurement, implementation, maintenance and optimization.
- Combines knowledge of patient care, informatics concepts and change management to effectively address the information and knowledge needs of healthcare professionals and patients to promote safe, effective and efficient use of health IT in clinical settings.
- Develops clinical systems strategies in collaboration with other senior nursing/clinical, medical informatics and operational leaders.
- Acts as a change agent in the identification, development, planning, implementation and value measurement of informatics strategies to support quality patient care and professional practice.
- Designs, develops and implements appropriate service delivery in collaboration with IT leadership in defining, delivering and improving services for the enterprise and its customers.
- Incorporates nursing research and evidence-based nursing knowledge into nursing informatics practice.
- Maintains relationships with key business partners and other senior industry leaders in order to leverage best practices, evaluate and promote emerging technologies, and distribute knowledge internally to inform plans and strategies.
- Works with vendors to proactively strategize on development and/or enhancement of clinical information system solutions to meet organizational business needs.
- Works with clinical and IT leaders in evaluating the effectiveness of technologies and workflows that impact clinical users.
- Collaborates with nurse leaders in planning and implementing program expansion and growth, including new business ventures, construction, and projects.
- Assess and support evolving patient care delivery models, hospital operations, human resource processes, healthcare finance and payment models impacting the continuum of care.
- Promotes advancement of clinical and business intelligence systems capable of reporting variables to evaluate patient outcomes and to support research and operational improvement across the continuum of care.
- Ensures a competent, technology-enabled knowledge workforce.

## Quality

- Coordinates and collaborates with administrative teams, clinical leaders, information technology, financial services and quality/regulatory/risk management among others in the development of high quality and innovative clinical information systems that assist clinicians in their delivery of care.
- Responsible for ensuring quality improvement efforts are consistent with promoting informatics research, regulatory bodies and guidelines, as well as evidence-based practice that supports positive clinical outcomes.
- Ensures coordination and integration of standard of care practices across all clinical departments for quality patient care.

- Acts as a change agent in the identification, development, planning, implementation and measurement of overall informatics strategies to support quality patient care and professional practice.
- Provides critical analysis and evaluation of health IT and recommends revision of clinical systems, processes and workflow to ensure achievement of positive patient outcomes.

### **Patient Safety**

- Guarantees that the environment, technology and infrastructure are emphasized in the prevention of medical errors and adverse events.
- Advances the use of health IT to improve patient safety by designing, developing, implementing and educating on decision support tools.
- Continuously collects, analyzes and reports data in collaboration with quality on patient safety issues and outcomes.
- Collaborates in partnership with information technology leadership to leverage predictive analytics tools to identify at-risk patients and populations.

### **Policy & Procedure**

- Understands the impact of public policy initiatives on health IT systems and bridges new care delivery models into clinical practice.
- Supports nursing leadership to implement infrastructure (policies and procedures) that supports the nursing community and patient care team.
- Develops and maintains standards of care that inform evidence-based practice, quality of care, patient safety and clinician workflows.
- Develop and provide oversight of policies, procedures and processes for data analysis within the interprofessional community.
- Ensures nursing practices and corresponding policies and procedures related to health IT follow appropriate Practice Acts, Joint Commission requirements and other applicable regulations and standards.

### **Technology**

- Collaborates with administration, medical staff and IT leaders to translate clinician requirements into coordinated specifications for new clinical solutions.
- Encourages surveillance and reporting of errors where health IT is a contributing factor.
- Defines health IT requirements for nursing and other disciplines as they relate to the strategic plan.
- Provides leadership in the area of disaster planning and recovery strategies consistent with principles of high reliability.
- Implements downtime readiness procedures and internal reporting regarding system response time and service level agreements for connectivity and operational effectiveness of health IT.

## Reporting Structure

Respondents of the 2020 HIMSS Nursing Informatics Workforce Survey were asked to identify to whom their clinical informatics leaders reported. The top three reporting areas for Chief Nursing Informatics Officer are listed below:

- Chief Nursing Officer/Nurse Executive: 36%
- Chief Information Officer/IT Executive: 28%
- Chief Medical Officer/Chief Medical Information Officer/Physician Executive: 15%

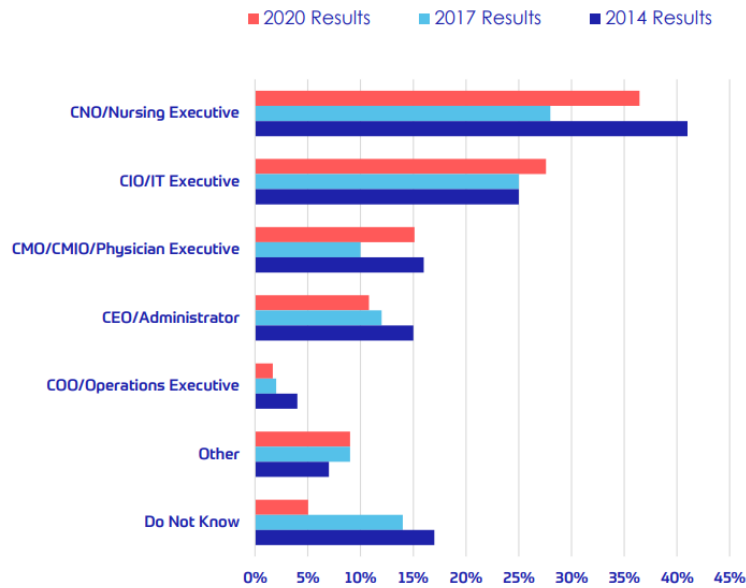


Figure 1. Derived from the HIMSS 2020 Nursing Informatics Workforce Survey - Reporting for CNIO Structure.

Members of the 2015 HIMSS Nursing Informatics Executive Workgroup:

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Updates to the 2020 CNIO Job Descriptions Document revised by the 2019-2020 HIMSS Nursing Informatics Committee.