



Job Title: SR FINANCIAL ANALYST
Department: FINANCIAL PLANNING / DECISION SUPPORT
Dept# /JCN#: 94412739

Mission: Faithful to our Episcopal-Presbyterian heritage and its ministry of healing, St. Luke's Hospital is dedicated to improving the health of the community. Using talents and resources responsibly, our medical staff, employees and volunteers provide care for the whole person with compassion, professional excellence, and respect for each other and those we serve.

Core Values Human Dignity, Justice, Excellence, Compassion, and Stewardship.

Human Dignity: Demonstrates respect for the dignity and needs of patients, visitors, physicians, and co-workers.

Justice: Honors each person's rights and responsibilities by working as a team player to provide positive patient outcomes.

Excellence: Demonstrates creativity and inventiveness in improving the ways in which work-related tasks are performed. Also strives for excellence in the services that he/she provides.

Compassion: Demonstrates caring beyond "It's My Job" and utilizes positive interpersonal skills.

Stewardship: Demonstrates honesty and acts with integrity. Also demonstrates the ability to work in a safe, cost-effective and efficient manner.

Description

The Financial Analyst provides financial decision support information to St. Luke's management and assists with the implementation of identified opportunities. Performs duties and responsibilities in a manner consistent with our mission and values.

Principle Accountabilities: % Of Time Spent

1. Compiles and analyzes financial information. Develops integrated revenue and expense analyses, projections, reports and presentations. Creates and analyzes monthly, quarterly and annual reports and ensures financial information has been recorded accurately. Identifies trends and developments in competitive environments and presents findings to senior management. Performs financial forecasting. Familiar with standard concepts, practices and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. A certain degree of creativity and latitude is required. 20%

2. Accesses and interprets appropriate financial data for purposes of identifying financial performance improvement opportunities.(cost savings and revenue enhancement opportunities) Develops information and creates timely and managerially useful reports based on relevant and accurate financial and clinical data. Produces administrative-level summaries that provide concise information for use in decision making. Provides recommendations for changes in processes or practices that optimize efficiencies and/or reduces the total cost of delivering health care services at St. Luke's. 20%

3. Performs clinical service line analysis to assist with strategic and business line planning for the organization. Produces annual clinical service line financial performance review and on-going related



analysis. Performs CSL related analysis for hospital administrators and management. Takes initiative to educate management and ensure optimal use of CSL Data. 10%

4. Leads capital planning process through coordination of the capital budget, assessments of planned capital expenditures and CON reporting. 15%

5. Performs data extraction and prepares financial models to support the managed care contracting process. Performs revenue enhancement projects, including review of historical reimbursements as well as newly identified initiatives. 15%

6. Designs and implements special projects as assigned 20%

Total: 100%

Experience

Bachelor of Science degree in business, accounting, management engineering or related field required. Minimum of three years of finance/accounting experience with emphasis in financial analyses. Must be proficient with MS Office products. Other computer applications such as EPSi or HBOC/Trendstar expertise helpful. Strong written and oral communication skills essential.

Working Conditions

Employee is required to sit frequently and stand and walk occasionally. Employee must lift/carry light loads (20 pounds maximum) occasionally. Employee is required to bend, squat, walk and lift floor to waist occasionally; reach forward and overhead frequently and to sit continuously. For repetitive action, employee is required to use one hand for simple grasping, pushing/pulling and both hands for fine manipulation. Employee is exposed to CRT terminal work frequently. Employee is not exposed to blood borne pathogens. (occasionally - 1 to 33%; frequently - 34 to 66%; continuously - 67 to 100%). The most significant of duties are included but this does not exclude occasional work assignments not mentioned or developmental duties. Job Relationships: Brief descriptions of the types of interactions that occur for this job. Takes direction from: Manager, Financial Planning & Decision Support Director, Financial Planning & Decision Support Senior VP & CFO Provides direction to: Peers when necessary for training Supervised by: Manager, Financial Planning & Decision Support

www.stlukes-stl.com

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