

POSITION OVERVIEW

Job Title: Practice Analyst
Business Title: N/A
Job Code: PRACANSTH
FLSA Status: Non-Exempt
Department: Operations
Reports to: Practice Director
Location: Remote
Draft Date: 03/01/2026
Revision Date: 03/06/2026
Approved By: Chase Wilson
Role: Individual Contributor

POSITION SUMMARY

The Practice Analyst will be responsible for analyzing operational data, supporting process improvements, and assisting in the development and implementation of strategic initiatives within the practice. This role will work closely with practice leadership, radiologists, and hospital administrators to ensure optimal performance and efficiency across all sites.

POSITION DUTIES AND RESPONSIBILITIES

- Analyze operational metrics, workflow efficiencies, radiologist productivity, and staffing utilization to identify areas for improvement.
- Monitor and track turnaround times (TAT), case volumes, quality assurance (QA) metrics, and regulatory compliance measures
- Develop, manage, and optimize monthly and quarterly staffing schedules, balancing capacity, credentials/privileges, geography, client needs and provider requests.
- Prepare reports, dashboards, and presentations for leadership on key performance indicators, staffing trends, and practice performance.
- Provide data-driven insights to enhance radiologist engagement and workflow efficiencies.
- Support management in provider payroll processes, ensuring accuracy in compensation and compliance with contract terms.
- Provide administrative and operational support to practice leadership, including meeting preparation, reporting, correspondence, and special projects.
- Support practice leadership with strategic initiatives, special projects, and business development efforts.
- Performs other duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

- Strong analytical and problem-solving skills with the ability to interpret complex data sets.
- Experience with Databricks, SQL, and data transformation techniques to support analytics and business intelligence initiatives.
- Proficiency in PowerBI, Microsoft Excel, PowerPoint, and data visualization tools.
- Excellent written and verbal communication skills.
- Ability to work independently and collaboratively in a fast-paced environment.

- Strong organizational skills and attention to detail.

PREFERRED PROFESSIONAL SKILLS AND EXPERIENCE

- Associate’s degree in healthcare administration, business, data analytics, or a related field.
- 2+ years of experience in healthcare operations, data analysis, or practice management (radiology experience preferred).

Physical Activities

Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like.

Never Occasionally Constantly

Moving self in different positions to accomplish tasks in various environments including tight and confined spaces.

Never Occasionally Constantly

Remaining in a stationary position, often standing or sitting for prolonged periods.

Never Occasionally Constantly

Moving about to accomplish tasks or moving from one worksite to another.

Never Occasionally Constantly

Adjusting or moving objects up to 15 pounds in all directions.

Never Occasionally Constantly

Communicating with others to exchange information.

Never Occasionally Constantly

Repeating motions that may include the wrists, hands and/or fingers.

Never Occasionally Constantly

Operating machinery and/or power tools.

Never Occasionally Constantly

Operating motor vehicles or heavy equipment.

Never Occasionally Constantly

Assessing the accuracy, neatness and thoroughness of the work assigned.

Never Occasionally Constantly

Environmental Conditions

Low temperatures.

Never Occasionally Constantly

High temperatures.

Never Occasionally Constantly

Outdoor elements such as precipitation and wind.

Never Occasionally Constantly

Noisy environments.

Never Occasionally Constantly

Hazardous conditions.

Never Occasionally Constantly

Poor ventilation.

Never Occasionally Constantly

Small and/or enclosed spaces.

Never Occasionally Constantly

No adverse environmental conditions expected.

Never Occasionally Constantly

Physical Demands



Sedentary work that primarily involves sitting/standing.

Never Occasionally Constantly

Light work that includes moving objects up to 20 pounds.

Never Occasionally Constantly

Medium work that includes moving objects up to 50 pounds.

Never Occasionally Constantly

Heavy work that includes moving objects up to 100 pounds or more.

Never Occasionally Constantly

I have reviewed this job description and I understand all my job duties and responsibilities. I am able to perform the essential functions as outlined. If I have any questions about job duties not specified on this description that I am asked to perform, I should discuss them with my manager or a member of the Human Resources team.

I acknowledge that the job has been explained to me both verbally and in written format.

Support Teammate's Signature

Date