



# HEALTH CAREER OPTIONS GUIDE

for internationally educated health professionals

## Health Policy Analyst

This profession is also known as:

- health care planner
- health promotion program officer
- research analyst
- health educator or health services researcher



What is a health policy analyst?

Health policy researchers, consultants and program officers conduct research, produce reports and administer health care policies and programs.

What are the main duties of a health policy analyst?

Health policy analysts:

- Assist in developing government health policy by reviewing relevant literature, conducting interviews, collecting and analyzing statistical data, and providing advice to senior managers and officials on issues such as health promotion, regulation, standards and financing.
- Design and implement health projects or programs.
- Maintain, update and manage health information databases.
- Compile and analyze statistical information provided by private and public health care institutions and organizations and produce reports.
- Monitor and evaluate health care programs operated by government departments and agencies or private organizations.
- Assess compliance with health standards and identify remedial action if necessary.
- Conduct evaluations and assessments of health projects and programs.
- Provide consulting services to clients in private establishments or government departments or agencies.
- Respond to internal and external program and policy information requests.
- Produce newsletters, magazines and other documents to provide information to association or organization members or the general public.
- Present the views of an association or organization to politicians, government officials, the media or the general public.

What personal characteristics or desired traits should I have for this work?

You must:

- Speak, write and read English fluently.
- Understand health and medical terminology.

- Conduct research.
- Have strong planning and leadership skills.
- Work well with other people and independently.

### Where do health policy analysts work?

They are employed by government departments and agencies, consulting establishments, universities, research institutes, hospitals, community agencies, educational institutions, professional associations, non-governmental organizations and international organizations.

### What are the typical work conditions of this profession?

- You may conduct site visits to assess operations and costs of health care programs.
- Generally, your work day would be spent in an office environment.
- Your schedule would be weekdays, no shift work.



### What qualifications do I need?

- A bachelor's degree or college diploma in health science, public administration, recreation administration or hospital administration, or a bachelor's degree in social science, is required.
- A graduate degree in health, social science or an administrative discipline may be required.
- Several years of experience in the health field as a health care professional or as a community or social service worker are usually required.
- This is a non-regulated occupation, meaning a license is not required to work as a policy analyst. Workers in non-regulated occupations do not require a license, but employers may have other certification requirements.

### What communication skills do I need?

- Extremely important to have advanced skills in oral, written communications.
- Must be an excellent researcher and excel at advanced statistical work.
- Must be comfortable with public speaking and presenting what are often complex causal relationships in a manner that can be easily understood.
- May also author responses to secure funding for causes relevant to public health policy.

### What wage can I expect or this work?

- Average Canadian hourly wage Low 18.00 Median 34.00 High 51.28  
[http://www.jobbank.gc.ca/LMI\\_report\\_bynoc.do?noc=4165&reportOption=wage](http://www.jobbank.gc.ca/LMI_report_bynoc.do?noc=4165&reportOption=wage)
- Career Outlook  
[http://www.jobbank.gc.ca/LMI\\_report\\_bynoc.do?noc=4165&reportOption=outlook](http://www.jobbank.gc.ca/LMI_report_bynoc.do?noc=4165&reportOption=outlook)

### Are there opportunities for advancement?

Progression to managerial positions is possible with experience.

### Learn more about this profession by viewing these sites.

- National Occupation Code 4165  
The government of Canada has given a code to each occupation/profession. Use this code to learn more about health policy analysts.  
<http://www5.hrsdc.gc.ca/NOC/English/NOC/2011/Profile.aspx?val1=4165>

### References

- National Occupational Classification, 2011 (NOC 4165) 7/4/16
- [www.workopolis.com](http://www.workopolis.com)
- [www.jobbank.gc.ca](http://www.jobbank.gc.ca)