

Licensed Case Entry Specialist

Alliance Healthcare Information is interested in meeting **Licensed Healthcare Professionals with drug safety or regulatory experience for an exciting opportunity in the pharmaceutical industry in Bucks County, PA.**

Must have knowledge and experience with MedDRA. Argus Safety database entry experience also a plus.

Alliance was founded in 1995 and has experienced significant growth every year. Our focus is on providing communication, fulfillment and data management services to our Pharmaceutical, Biotech, Government and Medical Device clients. Our professional atmosphere and pleasant working conditions offer a unique opportunity for you to apply your specialized skills. We're recipients of the Best Place to Work in Pennsylvania award!

Our employees are the reason for our success. Alliance is dedicated to selecting and retaining talented, motivated and results-oriented people. Alliance's open, collaborative atmosphere and flexible, responsive management team nurture and promote new ideas. We're big on results.

This is a full-time, 40 hour per week position. Shifts will be Monday – Friday from 9:00am-5:30pm. Our benefits package is very competitive and includes medical, dental, vision, company matching 401K, and life insurance. Alliance Healthcare Information is an equal opportunity employer.

You must have a valid and current PA, NJ, or DE professional healthcare license to apply.

GENERAL JOB OBJECTIVE:

Responsible for the input and/or review of Adverse Event case records for client program(s) and quality review of case records entered into a client's Drug Safety and Surveillance reporting system.

- ✓ Enter data captured on client Adverse Event forms into client specified drug safety database.
- ✓ Based on client requirements, may be required to QC MedDRA coding previously entered into a client specified drug safety database and assess Serious and non-Serious nature of entered cases.
- ✓ Ensure that quality checks of all case records are completed within client defined time frames.
- ✓ Based on client requirements, may be required to scan and attach original forms to cases in client safety database.
- ✓ Assist in General clerical work as assigned.

MINIMAL REQUIREMENTS:

- ✓ Active and valid U.S. healthcare professional license: R.N., L.P.N, R.Ph. or PharmD required.
- ✓ Demonstrated proficiency in Medical coding using MedDRA
- ✓ Prior medical data entry experiences in Argus safety database a plus.
- ✓ Fast, yet accurate typing skills with a keen eye for detail.
- ✓ Strong clinical background is preferred.

- ✓ Desire to engage in continual education process.
- ✓ Strong analytical, troubleshooting, teamwork abilities and demonstrated client focus
- ✓ Demonstrated ability to interact effectively with all levels of staff

If you are interested in applying for this position, send resume and salary requirements to:

hr@alliancehealthinfo.com

or

fax to 215-347-1110

If you know someone else that might be interested, please pass this information along.

Thank you, Alliance Healthcare Information, LLC

EOE/M/F/D/V