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Georgia Center for Cancer Statistics

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Learn more about the Georgia Center for Cancer Statistics [here](https://sph.emory.edu/GCCS/) (https://sph.emory.edu/GCCS/)

Senior Quality Control Editor - Job Description

Performs tasks in cancer registry data management for the Georgia Cancer Registry. May assist in data collection, tracking of reports, resolving computerized edits and reconciling errors. Review and edit cancer data reports from field staff and participating hospitals to ascertain the accuracy of the demographic, diagnostic, treatment, and follow-up codes. Consolidate and analyze complex medical and clinical data from multiple sources to ensure complete and high quality data. May monitor reporting source activities to ensure accurate, complete and timely case reporting. May abstract cancer data from medical records. Participates in educational workshops, seminars, and individual training sessions. Performs related responsibilities as required.

Minimum Qualifications

A high school diploma or equivalent and two years of related experience in tumor registry, medical records, or nursing. Candidate should have the ability to prioritize and productively manage time to ensure compliance with numerous deadlines, and work both independently and as part of a team.

Preferred Qualifications

Bachelor's degree in the biological science, an associate's degree in nursing, the life sciences or other relevant field or the completion of a technical college program for tumor registrars. Certification as a Tumor Registrar or a Registered Nurse.

Emory University has competitive salaries, medical and dental benefits, employee funded retirement plans with university contributions, tuition reimbursement, vacation and university paid holidays. The Georgia Cancer Registry allows telecommuting several days each week after a period of orientation and demonstration of mastering the data management system.

This position allows telecommuting