**Mental Health and Substance Use Analytics Team**

Community Cross Sector

**Req 95752 Written Assignment**

Congratulations, you have been selected to participate in the written assignment for the Health Information Analyst position with the Ministry of Health’s (“MoH”) Health Sector Information, Analysis and Reporting (“HSIAR”) Division.

**Assignment** **Overview**

Your assignment has **two parts**:

**Part 1 –** Merging tables, calculating and presenting descriptive statistics.

**Part 2 –** Dashboard development and written summary.

**Assignment Instructions**

Submit the following files for your written assignment to

Leman Kabir at [Leman.Kabir@gov.bc.ca](mailto:Leman.Kabir@gov.bc.ca)

by **08:00 AM (PST), February 22, 2023 (Wednesday)**;

name your submissions/files per the following convention:

**Req 95752\_File #\_LastName\_FirstName**, for the following files:

1. Answers to **Part 1 a, b, and c** in the **excel spreadsheet template** provided,
2. **Original file** of your dashboard report,
3. **PDF copy** of your dashboard report, and
4. Written summary in the **written summary template** file provided.

Assignments received after the specified deadlines will not be considered.

In order to continue on as an applicant in this competition you must complete Part 1 and Part 2 of the assignment.

**Attachments / Resources:**

|  |  |
| --- | --- |
| **1. Beds table** |  |
| **2. Populations table** |  |
| **3. Excel spreadsheet template** |  |
| **4. Written summary template** |  |

**Written Assignment Overview**

The Mental Health and Substance Use Bed Survey reports on the number of publicly funded beds available to patients with mental health and/or substance use (MSHU) conditions in acute, tertiary, community, and emergency department settings in British Columbia (B.C.).

In cases of ambiguity, make and state your assumptions as necessary.

**Part 1.** Your supervisor provided you with two tables (**Beds table and Populations table provided**), and asked you to:

1. **Write a query/code** to merge tables, using your preferred programming tool;
2. **calculate** Beds per 100,000 Population for
3. each of the regional Health Authorities, and
4. for the province of B.C.
5. **visualize** beds per 100,000 population calculated in Part 1 (b) **using Microsoft Excel**

**Part 2.** Refer to the excel spreadsheet you have created to answer **Part 1**, i.e. by merging the Beds table and Populations table, to answer the following questions:

1. Using a visualization tool of your choice, create a dashboard report on MHSU beds in B.C. to summarize and visualize the data provided. You will be asked to present this dashboard for a potential interview.

Please limit your dashboard to a maximum of 4 pages/tabs. Include both the original file and a pdf copy of your dashboard for your submission.

1. Write a 1-page summary analyzing your observations from the data and your dashboard (Time New Roman 12-pt font, single line spaced; please provide your answer in the written summary template file provided).