**Data Analyst Level 4 Apprenticeship**

The Data Analyst Level 4 is an employer led training qualification designed to meet business needs. It will develop skills and knowledge for individuals who conduct data extraction, manipulation, analysis, and reporting. Ideal for those conducting clinical data searches to improve patient care, increase QOF, prevalence and percentages and enable informed business decisions.

**Who is the qualification for?**

The qualification is suitable for a wide range of data personnel including anyone wanting to start their career in Data Analysis or for those who would like a deeper understanding of database management.

Types of job roles that the course is suitable for.

Patient Data Coders

Summarisers

Data Managers

IT Managers

Data Analysts

Practice Manager

Business Managers

Operations Managers

**Cost**

The government are funding this course depending on the age of the learner. If the learner is 16-18 year of age, then the government will fund 100% of their qualification funding. If the learner is aged 19+ then the government will fund 95% of their qualification. The remaining balance of £750+VAT would need to be paid by the employer. This could be spread of the length of the apprenticeship.

**Delivery**

This apprenticeship programme is typically 18 months, delivered in a blend of online/offline methods whilst staying within the workplace. Apprentices are supported through interactive instructor-led online learning sessions via Skype. These function as a virtual classroom conducted twice weekly within the workplace with a fully qualified trainer. Our blended training delivery enables:

· Increased productivity - workbased study

· Instant application of knowledge to role

· Resolute Pathway Planner to provide study support

BCS Level 4 Certificate in Data Analysis Tools

This first module covers the range of concepts, approaches, tools, and techniques that are applicable to Data Analysts. Key areas include data processing and tools, statistical computing, data quality techniques, big data, testing techniques and presenting results.

Key Topics

• Explain the purpose and outputs of data integration activities

• Explain how data from multiple sources can be integrated

• Describe how programming languages for statistical computing (SQL) can be applied to data integration activities

• Explain how to take account of data quality when preparing data for analysis, improving quality, accuracy, and usefulness

• Explain the nature and challenges of data volumes being processed through integration activities and how a programming approach can improve this

 • Understand testing requirements to ensure that unified data sets are correct, complete, and up to date

• Explain the capabilities (speed, cost, function) of statistical programming languages and software tools

• Explain how statistical programming languages are used in preparing data for analysis and within analysis projects

BCS Level 4 Diploma in Data Analysis Concepts This second module involves a deep dive into the key concepts involved in data analysis. These key concepts include types of data, the data lifecycle, structured and unstructured data, data requirements, quality, compliance and audits, databases, data architecture and domain context.

Key Topics

• Explore the different types of data, clinical data, administrative data, and research data

• Understand the data lifecycle

• Illustrate the differences between structured and unstructured data – coded data and free text

• Understand the importance of clearly defining customer requirements for data analysis

• Understand the quality issues that can arise with data – common errors with coding as well as how to mitigate errors

• Explore the steps involved in conducting routine data analysis tasks

• Understand the range of data protection and legal issues especially with sensitive patient data

• Explore the fundamentals of data structures

• Explore database system design, implementation, and maintenance

• Understand the importance of the domain context for data analytics

**Evidence**

Portfolio - Produced across the apprenticeship, containing evidence from real work projects, reports, witness testimonies.

Project - This provides the opportunity to undertake a business-related project over a one-week period within the workplace. Conducted by an independent assessor at the end of the programme.

The blended training delivery enables: · Increased productivity - work based study · Instant application of knowledge to role

Please note all the following modules have multiple choice Vendor or Awarding Body exam-based assessments. The apprenticeship contains the following two key modules which seek to develop the knowledge and competency required of high-quality data analysts.

This apprenticeship is also recognised for entry onto the Register of IT Technicians upon completion.

**Contact**

Please contact Insight Solutions for further information on 01527 557407/07971460935.