الهيئة السعودية للتخصصات الصحية
Saudi Commission for Health Specialties

DATA CHAMPION PROGRAM FOR BUSINESS PARTNERS

DATA & BUSINESS INTELLIGENCE DEPARTMENT

ABOUT THE PROGRAM

GOAL

The goal of this program is to build a team of skilled employees who would support decision-making. This program focuses on the knowledge and skills the team needs to unlock the value of data in SCFHS.

Also, to ensure the success of the new AI strategy for SCFHS, it is important to integrate it with the commission's overall business operations and activities. This means that the strategy should be aligned with the commission's strategic objectives and that potential opportunities for data science-based transformation should be identified as a crucial first step. This program is designed to be the arm of creating this strategy

PROGRAM OVERVIEW

This program combines learning new skills and working on assigned tasks that would benefit SCFHS business operations.

Therefore the program will train/prepare employees with the required skills to work on the different types of tasks that utilize data to deliver enhanced business outcomes.

TARGET AUDIENCE

This program is for employees who want to make more data-driven decisions.

Prerequisites:

- Deep business domain knowledge.
- Team-oriented, and skilled in working within a collaborative environment.
- Passionate about data.
- Keen attention to detail.
- Communication Skills.
- Good business English language level.

TASKS TYPES

In this program, there are three different types of data tasks, based on that we provide a different learning path according to the type of assigned tasks to the participant:

1- Type "A" Tasks (Data Management):

Tasks that ensure compliance with data management rules and improve data quality.

2- Type "B" Tasks (Data Analytics):

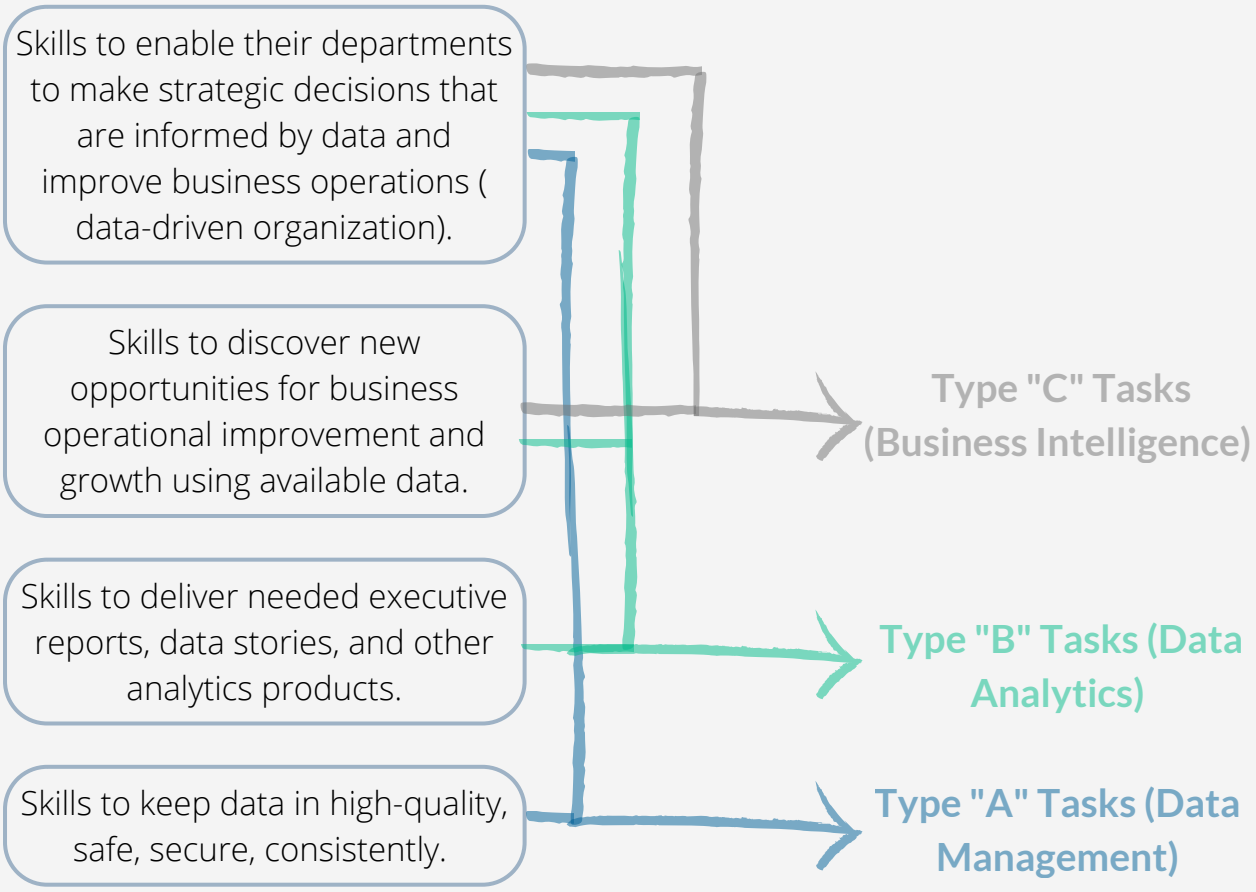
Tasks that discover data to extract useful information can then be used to make informed decisions.

3- Type "C" Tasks (Business Intelligence):

Tasks that identify gaps or areas for improvement in the current dashboard so the development team can address them and, increase awareness and usage of dashboards.

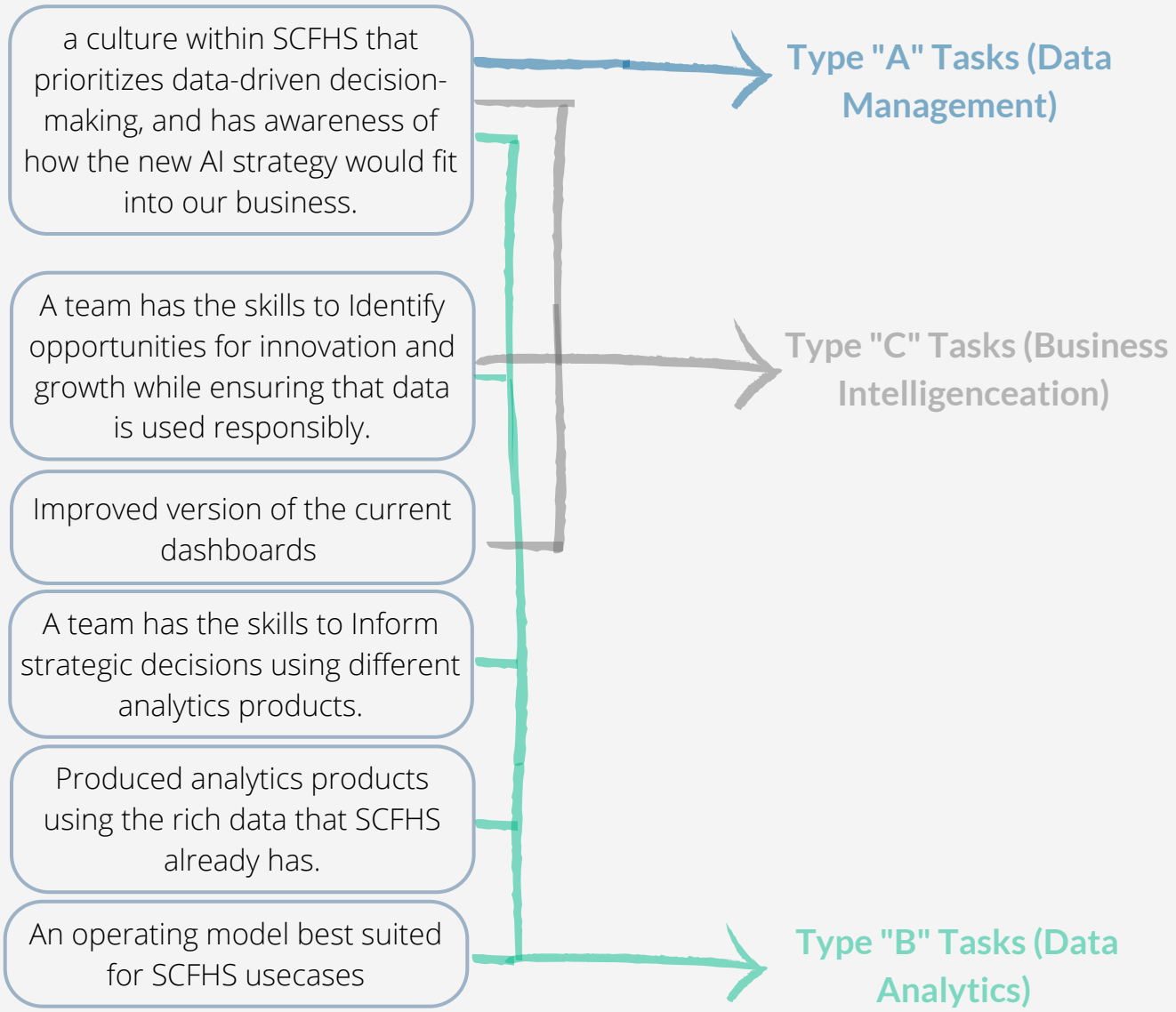
BY THE END OF THIS PROGRAM

A participant will learn two or more of the following skills based on the assigned task :



BY THE END OF THIS PROGRAM

SCFHS will have :



TYPE "A" TASKS (DATA MANAGMENT)

These tasks ensure compliance with data management rules and improve data quality.

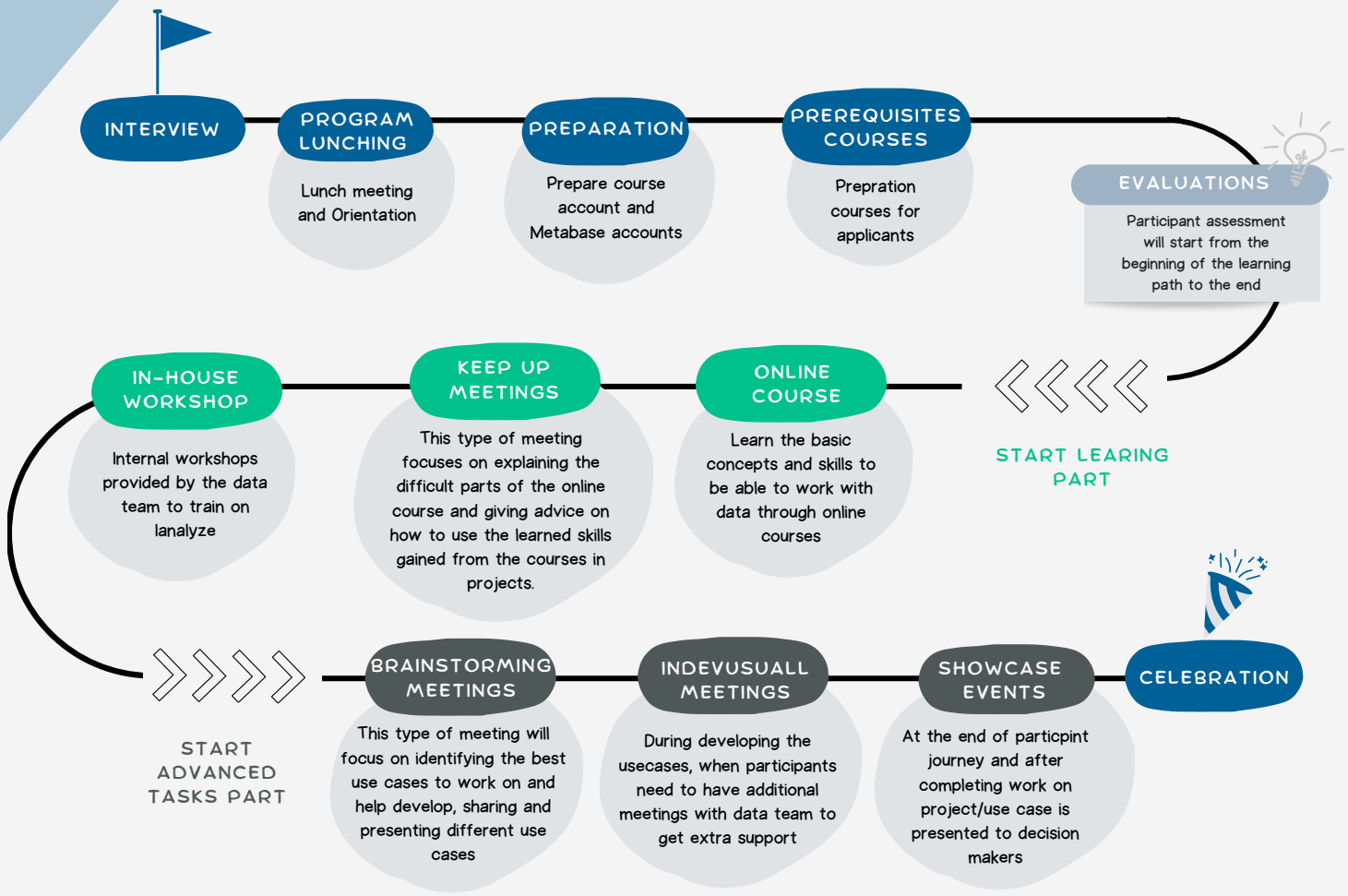
Responsibilities:

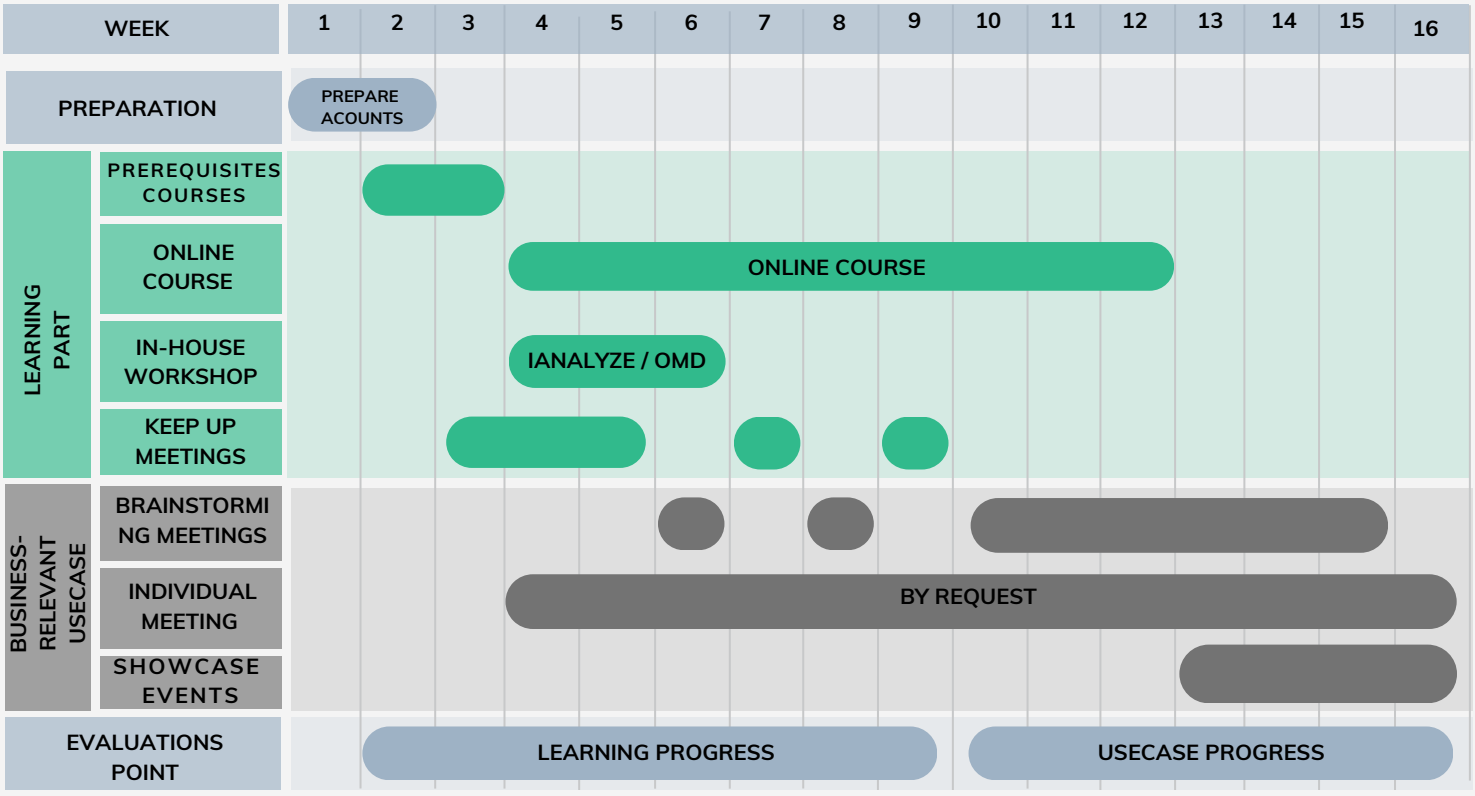
- Define and document Business terms such as:Data Glossary.
- Define and document Data Quality details such as: Data profiling rules, Business rules, and Data quality rules.
- Identify and ensure the resolution of data quality issues.
- Develop methods and validation for ensuring data quality and accuracy at the point of entry.

LEARNING PATH DETAILS

ESTIMATED TIME TO COMPLETE TRAINING	1-2 months Week 1 - 4: Study 10 hours/week. Week 5 - 8: Study 5 hours/week. *This estimation would be changed depending on the assigned task type*
ESTIMATED WORK TIME	Week 6 - 16: 5 hours/week *This estimation would be changed depending on the assigned task type*
KEEP UP/ BRAINSTORMING MEETINGS	Weekly
ADDITIONAL PREREQUISITES	None
EVALUATION POINT	Biweekly

ROADMAP


INTERVIEW
PROGRAM LUNCHING
Lunch meeting and Orientation
PREPARATION
Prepare course account and Metabase accounts
PREREQUISITES COURSES
Prepration courses for applicants
EVALUATIONS
Participant assessment will start from the beginning of the learning path to the end
START LEARING PART
ONLINE COURSE
Learn the basic concepts and skills to be able to work with data through online courses
KEEP UP MEETINGS
This type of meeting focuses on explaining the difficult parts of the online course and giving advice on how to use the learned skills gained from the courses in projects.
IN-HOUSE WORKSHOP
Internal workshops provided by the data team to train on lanalyze
START ADVANCED TASKS PART
BRAINSTORMING MEETINGS
This type of meeting will focus on identifying the best use cases to work on and help develop, sharing and presenting different use cases
INDEVUSUALL MEETINGS
During developing the usecases, when participants need to have additional meetings with data team to get extra support
SHOWCASE EVENTS
At the end of particpint journey and after completing work on project/use case is presented to decision makers
CELEBRATION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PREPARATION
PREPARE ACOUNTS
LEARNING PART
PREREQUISITES COURSES
ONLINE COURSE
ONLINE COURSE
IN-HOUSE WORKSHOP
IANALYZE / OMD
KEEP UP MEETINGS
BUSINESS-RELEVANT USECASE
BRAINSTORMING MEETINGS
INDIVIDUAL MEETING
BY REQUEST
SHOWCASE EVENTS
EVALUATIONS POINT
LEARNING PROGRESS
USECASE PROGRESS

LEARNING ACTIVITIES DETAILS

This program comprises three learning activities:

1- Prerequisite courses:

- Learn basic knowledge about data (covers introduction about some skills in the curriculum section below).

2- Online courses:

- Learn basic concepts and skills to be able to work with data (more details below in the curriculum section).

3- In-house workshops:

- Hands-on training Open Meta Data, a tool that gives the ability to unlock the value of data assets in the common use cases of data discovery. Also in emerging use cases related to data quality, observability, and people collaboration.

CURRICULUM & LEARNING SKILLS

The applicants will learn a selected group of skills to a certain level of proficiency, based on their assigned tasks. The topics below cover a wide range of skills required for working with data, each topic addresses different aspects of skills:

1- Requirements and Business Analysis – the ability of applicants to understand and prioritize their business needs; and identify how data can be efficiently integrated into processes.

- Data literacy: Introduction to why you need to become data literate and speak the language of data.

CURRICULUM & LEARNING SKILLS

2- Data Governance – the responsibilities associated with collecting, handling, ownership, and publication of data.

- Data governance fundamentals: Introduction to Data Governance.

3- Data Management – knowledge of data concepts, including quality control, storage, and integration with other sources.

- Data management fundamentals: Learn basic principles and best practices for managing data throughout its lifecycle.
- Data quality fundamentals: Learn techniques for monitoring and improving data quality.

KEEP UP MEETINGS

Weekly workshops led by the Data team to help applicants in:

- Explain the difficult parts of their course.
- Given a particular business context, advice on how they would use learned skills from courses.

INDIVIDUAL MEETING

During developing the usecases, when participants need to have additional meetings with data team to get extra support in working with data , they can request an individual meeting.

TYPE "B" TASKS (DATA ANALYTICS)

These Tasks focus on discovering data to extract relevant and useful information that can then be utilized for making informed decisions.

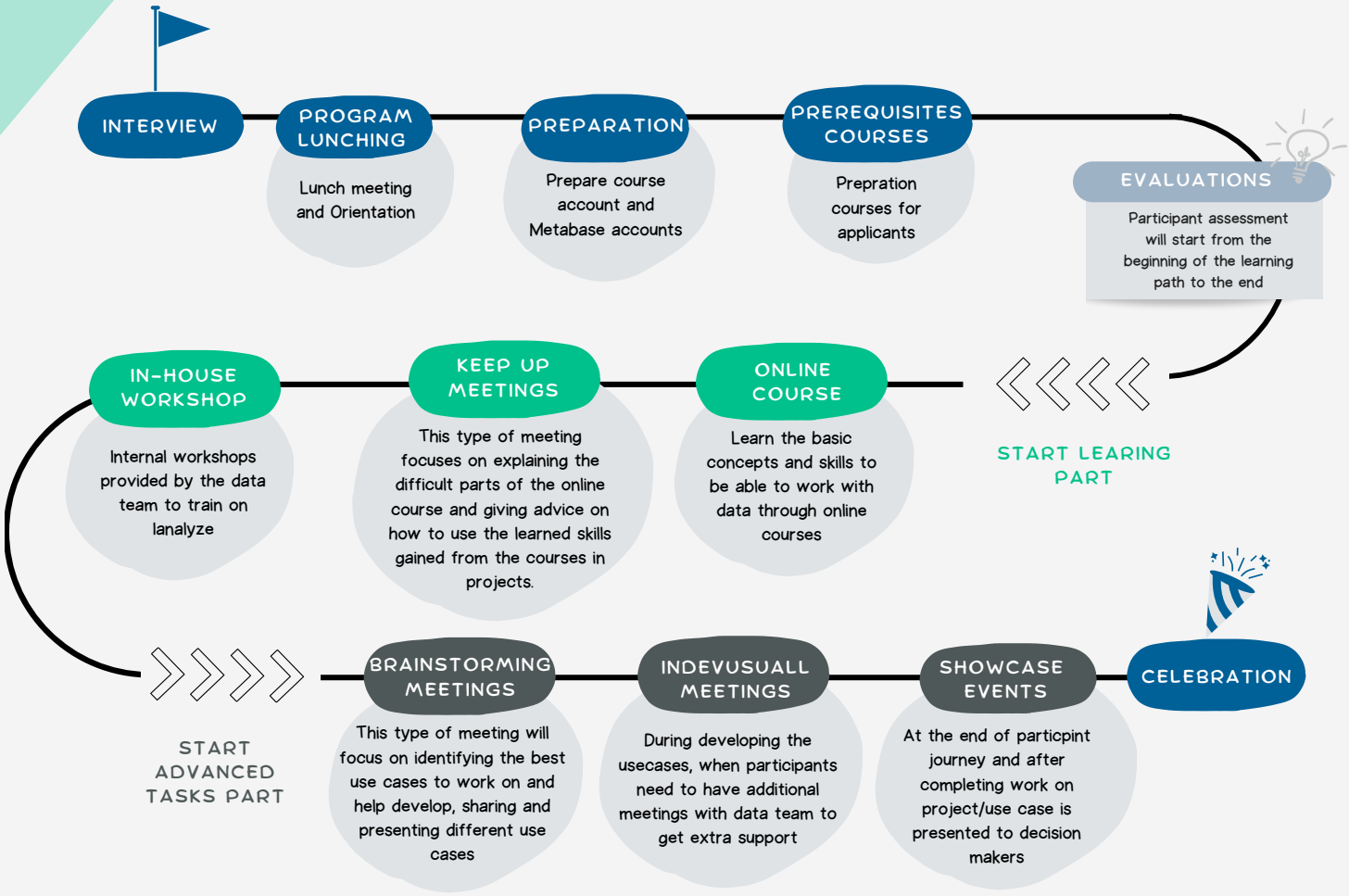
Responsibilities:

- Committed to finishing their learning path.
- Provide the technical expertise around their own business domain (i.e. Business goals, objectives, and needs).
- Discover and propose new business use cases (i.e. new cases to leverage the value of the data).
- Deliver one business-relevant usecase by the end of the program.
- Ensure that all businesses impacted by usecase are communicated, and understand the impacts of the decisions on their lines of business.
- Deliver needed executive reports, data stories, and other analytics products when requested.
- Participate in the design of business metrics and KPIs.
- Work with executives to set and manage reasonable expectations of success for data products.

LEARNING PATH DETAILS

ESTIMATED TIME TO COMPLETE TRAINING	3- 4 months Week 1 - 7: Study 10 hours/week. *This estimation would be changed depending on the assigned task type*
ESTIMATED WORK TIME	Week 8 - 16: 5 hours/week *This estimation would be changed depending on the assigned task type*
KEEP UP/ BRAINSTORMING MEETINGS	Weekly
ADDITIONAL PREREQUISITES	• Basic knowledge of Statistics (ex: able to calculate the average). • (Plus+) Had exposure to business decision-making.
EVALUATION POINT	Biweekly

ROADMAP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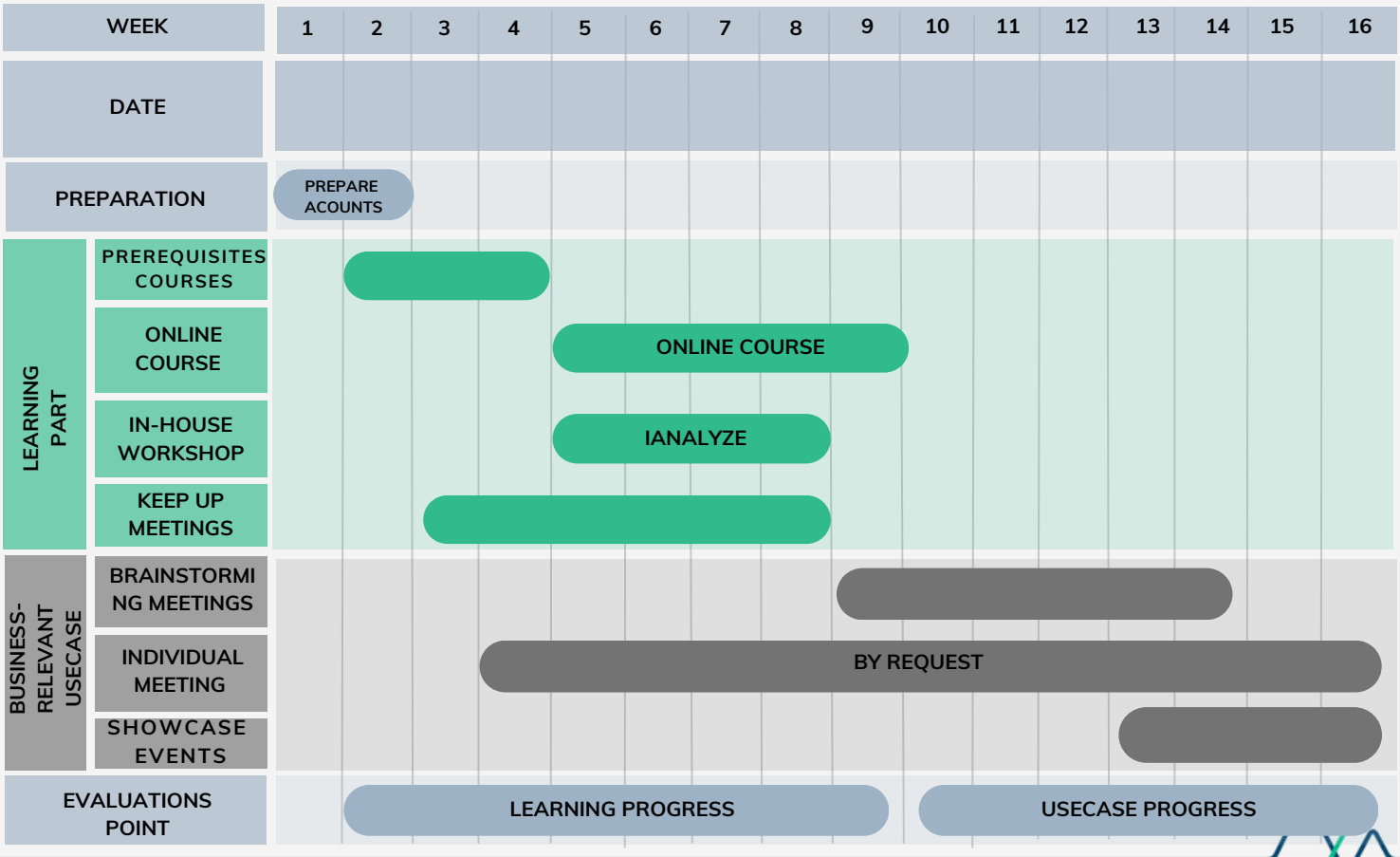
EVALUATIONS
Participant assessment will start from the beginning of the learning path to the end
START LEARING PART
ONLINE COURSE
Learn the basic concepts and skills to be able to work with data through online courses
KEEP UP MEETINGS
This type of meeting focuses on explaining the difficult parts of the online course and giving advice on how to use the learned skills gained from the courses in projects.
IN-HOUSE WORKSHOP
Internal workshops provided by the data team to train on Ianalyze
START ADVANCED TASKS PART
BRAINSTORMING MEETINGS
This type of meeting will focus on identifying the best use cases to work on and help develop, sharing and presenting different use cases
INDEVUSUALL MEETINGS
During developing the usecases, when participants need to have additional meetings with data team to get extra support
SHOWCASE EVENTS
At the end of particpint journey and after completing work on project/use case is presented to decision makers
CELEBRATION


WEEK
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DATE
PREPARATION
PREPARE ACOUNTS
LEARNING PART
PREREQUISITES COURSES
ONLINE COURSE
ONLINE COURSE
IN-HOUSE WORKSHOP
IANALYZE
KEEP UP MEETINGS
BUSINESS-RELEVANT USECASE
BRAINSTORMING MEETINGS
INDIVIDUAL MEETING
BY REQUEST
SHOWCASE EVENTS
EVALUATIONS POINT
LEARNING PROGRESS
USECASE PROGRESS

LEARNING ACTIVITIES DETAILS

This program comprises three learning activities:

1- Prerequisite courses:

- Learn basic knowledge about data (covers introduction about some skills in the curriculum section below).

2- Online courses:

- Learn basic concepts and skills to be able to work with data (more details below in the curriculum section).

3- In-house workshops:

- Hands-on training on Ianalyze, a form of business intelligence that empowers and motivates line-of-business professionals to independently perform queries and create reports.

CURRICULUM & LEARNING SKILLS

The applicants will learn a selected group of skills to a certain level of proficiency, based on their assigned tasks. The topics below cover a wide range of skills required for working with data, each topic addresses different aspects of skills:

1- Requirements and Business Analysis – the ability of applicants to understand and prioritize their business needs; and identify how data can be efficiently integrated into processes.

- Data literacy: Introduction to why you need to become data literate and speak the language of data.
- Data-driven decision-making: How to make better business decisions by applying practical data techniques.

CURRICULUM & LEARNING SKILLS

2- Data Governance – the responsibilities associated with collecting, handling, ownership, and publication of data.

- Data governance fundamentals: Introduction to Data Governance.
- Introduction to data engineering: Introduction to how to collect, clean, and catalog data to facilitate its flow through the organization.

3- Data Management – knowledge of data concepts, including quality control, storage, and integration with other sources.

- Data management fundamentals: Learn basic principles and best practices for managing data throughout its lifecycle.
- Data quality fundamentals: Learn techniques for monitoring and improving data quality.

4- Data Manipulation – manipulating, processing, cleansing, and combining data for further analysis or use.

- Excel skills for business: Learn strong Excel Skills for Business to utilize them in data analysis.

CURRICULUM & LEARNING SKILLS

5- Analysis and Modeling – analysis of data and data modeling. Includes statistical knowledge, processing chains, machine learning, and predictive analytics.

- AI fundamentals: This is an ideal introduction to AI for managers to understand the fundamentals of Machine Learning and how it's applied in the business world.
- Introduction to statistics: Learn how to leverage statistical techniques to work with and extract insights from your data.
- Data analysis skills: Learn how to discover patterns and insights and manipulate data.

6- Communication and Visualisation – interpreting, summarising, and communicating data and various analytical outputs for different audiences and decision-makers

- Introduction to data visualization: Learn to apply design and visualization principles to create impactful data visualizations.
- Storytelling, data reporting, and communication concepts: Learn how to draw meaningful conclusions, and clearly communicate findings and business needs.

KEEP UP MEETINGS

Weekly workshops led by the Data team to help applicants in:

- Explain the difficult parts of their course.
- Given a particular business context, advice on how they would use learned skills from courses.

BRAINSTORMING MEETINGS

- Identify the best usecases to start with and help in their development.
- Get different businesses involved in the uses cases (build a community that would help get a different business perspective)

INDIVIDUAL MEETING

During developing the usecases, when participants need to have additional meetings with data team to get extra support in working with data , they can request an individual meeting.

EVALUATION POINT

Participants would be evaluated based on :

- Learning progress:
  - Learning progress in courses.
  - Earned skills.
- Task progress:
  - Assigned tasks progress.

SHOWCASE EVENT

There will be a committee containing members from both the business side and data specialists to give a score for each Participant, According to this score will determine his/her prize category, this score is based on several criteria for evaluating the usecase such as the impact of a use case on an scfhs's daily business processes and other factors to be identified later in the program.

TYPE "C" TASKS (BUSINESS INTELLIGENCE)

Tasks that identify gaps or areas for improvement in the current dashboard so the development team can address them and, increase awareness and usage of dashboards

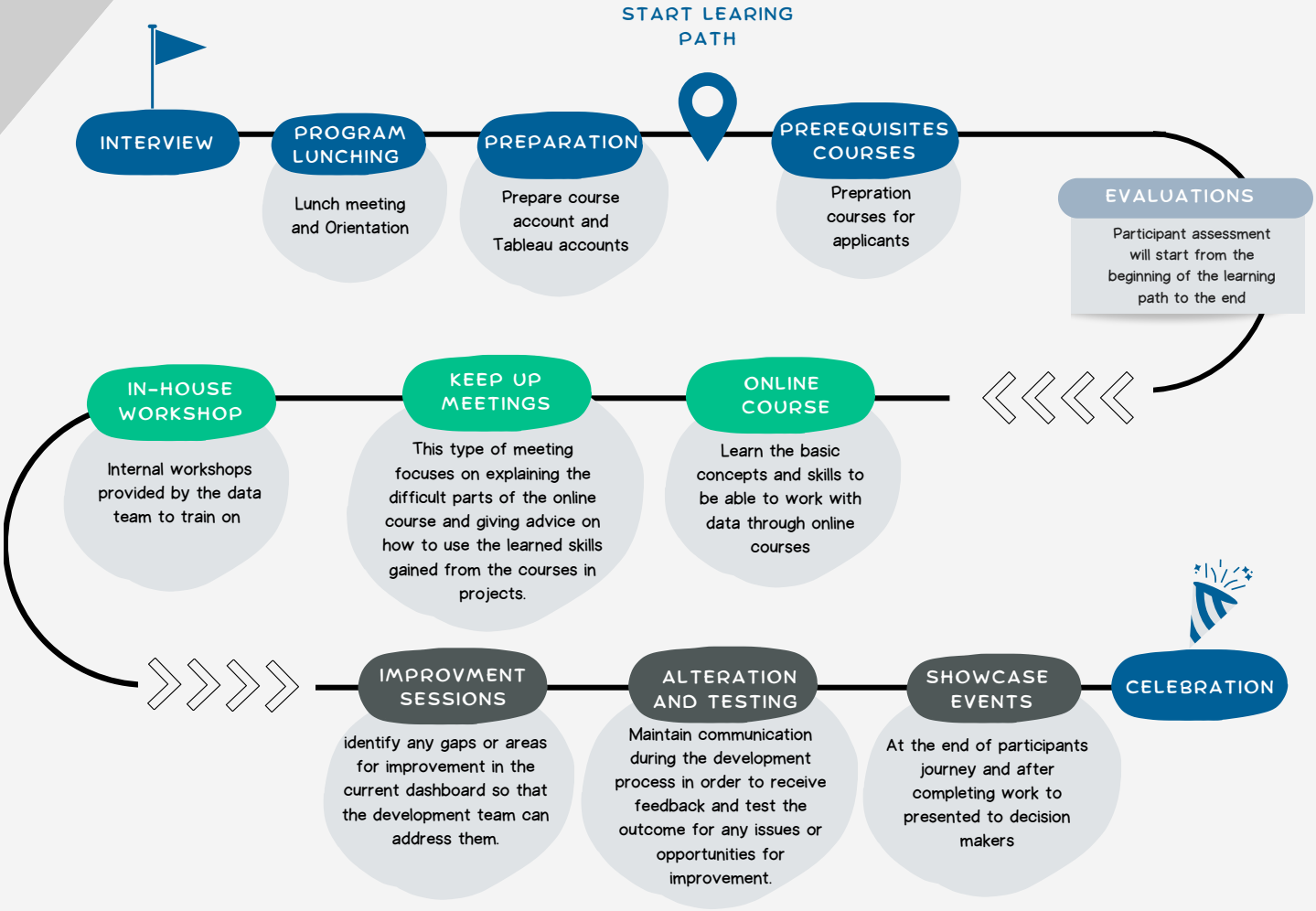
Responsibilities:

- Committed to finishing their learning path.
- Provide the technical expertise around their own business domain (i.e. Business goals, objectives, and needs).
- Mapping the department's need to the exciting dashboards and finding the gaps
- reviewing dashboards for improvement
- helping in the alteration of the improvement and testing.
- Ensure that all businesses impacted by the improvement are communicated with and understand the impacts of the decisions on their lines of business.
- Participate in the design of business metrics and KPIs.

DETAILS

ESTIMATED TIME TO COMPLETE TRAINING	1 month Week 2 - 5: Study 6 hours/week. *This estimation would be changed depending on the assigned task type*
ESTIMATED WORK TIME	Week 3 - 12: 8 hours/week *This estimation would be changed depending on the assigned task type*
PREREQUISITES	• Basic knowledge of Statistics (ex: able to calculate the average). • (Plus+) Had exposure to business decision-making.
KEEP UP/ IMPROVMENT SESSIONS	Weekly
EVALUATION POINT	Biweekly

ROADMAP


START LEARING PATH
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KEEP UP MEETINGS
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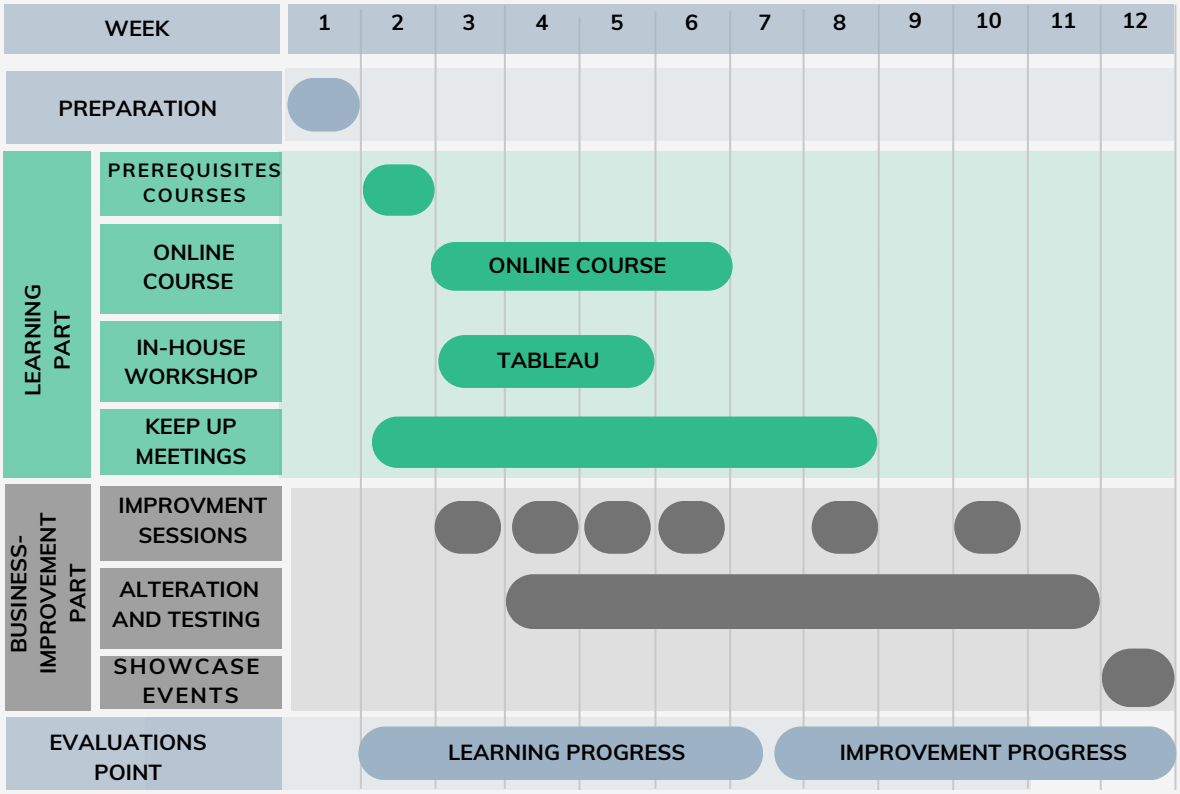
ONLINE COURSE
Learn the basic concepts and skills to be able to work with data through online courses
IMPROVMENT SESSIONS
identify any gaps or areas for improvement in the current dashboard so that the development team can address them.
ALTERATION AND TESTING
Maintain communication during the development process in order to receive feedback and test the outcome for any issues or opportunities for improvement.
SHOWCASE EVENTS
At the end of participants journey and after completing work to presented to decision makers
CELEBRATION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PREPARATION
LEARNING PART
PREREQUISITES COURSES
ONLINE COURSE
ONLINE COURSE
IN-HOUSE WORKSHOP
TABLEAU
KEEP UP MEETINGS
BUSINESS-IMPROVEMENT PART
IMPROVMENT SESSIONS
ALTERATION AND TESTING
SHOWCASE EVENTS
EVALUATIONS POINT
LEARNING PROGRESS
IMPROVEMENT PROGRESS

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2- Online courses:

- Learn basic concepts and skills to be able to work with data (more details below in the curriculum section).

3- In-house workshops:

Hands-on training for Tableau: a user-friendly data visualization and business intelligence tool that helps users analyze and communicate data insights effectively to make data-driven decisions and improve performance

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CURRICULUM & LEARNING SKILLS

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IMPROVEMENT WORKSHOP

- Identify any gaps or areas for improvement in the current dashboard so that the development team can address them.
- helping in the alteration of the improvement and testing.
- Get different stakeholders involved in reviewing (build a community that would help get a different business perspective)

ALTERATION AND TESTING

Maintain communication during the development process in order to receive feedback and test the outcome for any issues or opportunities for improvement.

EVALUATION POINT

Participants would be evaluated based on :

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