



LIFE SCIENCES/PHARMACEUTICAL COPYWRITER

POSITION OVERVIEW

Who We Are

Point-of-Care Partners (POCP) is an innovative health information technology (HIT) management consultancy and provider of strategic electronic health record (EHR) solutions. Our clients include health insurance Payers, health care Providers, and health information Technology vendors (PP&T), and life science / biotech companies (Pharma). We provide HIT expert consultancy services to our life science and biotech clients work with us to educate their field teams and help with EHR solutions that address their business challenges. The current and future environment, regulations, and requirements for change in HIT use has created the need for expansion on our account team.

Committed to the professional growth of all employees, we emphasize work-life balance and continuous learning, particularly in the emerging areas of health IT and EHRs. On the leading edge of the evolution of health care into an electronic world, we are proud to be making a difference by helping put patients first by either operating more efficiently or increasing revenue for our clients, resulting in a more affordable healthcare system.

POCP is looking for a freelance Medical Writer to support its bio-pharmaceutical clients on a project basis. The Medical Writer will work closely with the account teams and subject matter experts to take electronic health record (EHR) subject matter content, produce outlines, and manuscripts with creative execution direction using pithy language and guidance for images to break-up text. Typical deliverables include both internal training pieces for our biopharma clients and external pharma customer facing deliverables. Typical deliverables include EHR Training Guides/Modules, PowerPoint Presentations, EHR Guides for practices, EHR Reference tools for field teams, and internal pharma emails. The Medical Writer will assist with planning, producing, analyzing, and revising written content.

This is a part-time up to full-time contracted freelance position, and work will be performed remotely.

MEDICAL WRITER
Virtual/Home-Based

The ideal candidate will have healthcare and pharmaceutical agency experience and understanding of pharmaceutical company processes and some knowledge of the challenges that health care providers may face in relation to electronic health records.

JOB RESPONSIBILITIES

- Collaborate with our HIT subject matter experts on the development of copy manuscripts and presentations for life sciences internal field team and HCP audiences
- Work collaboratively with account team, SMEs, designers
- Be available to make edits after initial draft of manuscript and throughout the project life
- Provide creative design direction for EHR training presentations, interactive pdfs, etc. for pharma clients and their customers
- Annotate and highlight deliverables using Adobe commenting feature and obtain needed references
- Coordinate the editing process by team members to meet project deadlines, including conceptualizing projects, continually making recommendations to clarify content of documents throughout the development of the project
- Analyze and interpret content and communication with the ability to note critical takeaways
- Use Microsoft Teams and SharePoint for internal team communications, file sharing, and version control
- Referencing using AMA style, fact-checking and proofreading
- Maintain familiarity with current healthcare industry trends, pharmaceutical practices and regulatory requirements that affect medical writing

DESIRED SKILLS AND EXPERIENCE

- Experienced life sciences and/or pharmaceutical copywriting
- Health care IT writing experience a plus
- Knowledge or understanding of bio-pharmaceutical, diagnostic, or life-science industry
- Expertise in English grammar and syntax
- Excellent verbal and written communication skills
- Exceptional attention to detail
- Ability to consistently apply multiple formatting preferences and standards across teams
- Ability to make health IT topics understandable to non-technical audiences
- Ability to meet deadlines, support multiple projects, and track key deliverable dates in a fast-paced environment with shifting priorities
- Ability to work well in a remote team environment and to work independently
- Proficiency in Microsoft Office products (PowerPoint, Excel, Word, and Outlook)
- Experience with Sharepoint and Microsoft Teams a plus

ORGANIZATIONAL ALIGNMENT

- Works closely in collaboration with bio-pharmaceutical lead, Sr. EHR Consultants, Account Directors, Account Managers, and Traffic Manager

MEDICAL WRITER
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ENVIRONMENTAL JOB REQUIREMENTS AND WORKING CONDITIONS

- Part-time up to full-time or more hours per week
- Work remotely from home with interaction with other team members via Teams

TO APPLY

Email your resume to careers@pocp.com.