

Privacy Counsel (Assistant General Counsel II & Institutional Compliance Manager), Memorial Sloan Kettering (MSK)

Company Overview

At Memorial Sloan Kettering (MSK), we're not only changing the way we treat cancer, but also the way the world thinks about it. By working together and pushing forward with innovation and discovery, we're driving excellence and improving outcomes. We're treating cancer, one patient at a time. ***Join us and make a difference every day.***

MSK requires all new hires, volunteers, and vendors who come onsite to provide proof of COVID-19 vaccination. This is based on the COVID-19 vaccines' high level of protection and our shared responsibility in protecting our patients.

Job Description

We Are:

As a core part of the Corporate Compliance Department, MSK's Privacy team is committed to safeguarding the privacy of our patients' information and to promoting the highest standards of ethics and integrity in all we do. We work closely with our colleagues across departments to help MSK achieve its overall mission of conquering cancer.

We seek an experienced Privacy attorney to join our team in advising our internal clients on privacy law and policy, supporting institutional strategic initiatives, day to day business operations, and research matters.

You will:

- Advise business teams across MSK on key legal questions related to privacy by developing a strong understanding of the business areas, performing thorough legal research as needed, and communicating timely and effective advice.
- Apply your knowledge of HIPAA, state privacy laws related to health information, GDPR, and other domestic and global privacy frameworks to proactively identify and address issues that may impact compliance with the law and MSK policy.
- Lead drafting and negotiation of HIPAA Business Associate Agreements with MSK's IT and supply chain vendors.
- Draft external-facing Privacy policies and Terms of Use for MSK digital properties
- Advise other members of the MSK legal team on data privacy-related aspects of MSK transactions.
- Serve as a key resource to administrative, clinical and research staff on privacy-related policies and regulations.
- Provide subject-matter expertise and guidance to other members of the Compliance team in their management of privacy-related inquiries from MSK patients and staff.
- Collaborate with departments across MSK, including colleagues from the Information Security, Clinical Research Administration, IRB, Regulatory, IT, and Hospital Operations teams to develop and enhance policies governing MSK's use of personal data (PHI, PII), including requirements for de-identification.

- Stay abreast of new domestic and global privacy and data protection requirements and assess their impact on existing operations.

You Have:

- A Juris Doctorate (JD) and a minimum of 5 years of related experience at a law firm or as part of an in-house legal or compliance team advising clients on privacy law.
- Demonstrated knowledge of HIPAA and state privacy laws related to health information.
- Experience with GDPR and other domestic and global privacy frameworks.
- Familiarity with regulatory requirements for human subjects research.
- Experience advising clients on digital consumer privacy (including, e.g., TCPA, CAN-SPAM, etc.), a plus.
- An established track record of translating regulatory requirements into practical and impactful elements while supporting business strategy.
- Ability to skillfully maneuver through complex policy, process, and people-related organizational dynamics.
- New York State Bar Admission, or the ability to be licensed within a year.

Closing

MSK is an equal opportunity and affirmative action employer committed to diversity and inclusion in all aspects of recruiting and employment. All qualified individuals are encouraged to apply and will receive consideration without regard to race, color, gender, gender identity or expression, sexual orientation, national origin, age, religion, creed, disability, veteran status or any other factor which cannot lawfully be used as a basis for an employment decision.

Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please tell us if you require a reasonable accommodation to apply for a job or to perform your job. Examples of reasonable accommodation include making a change to the application process or work procedures, providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.