

Senior Compliance Specialist

Scripps Health

Job Location: San Diego, CA

Full Time

JOB DESCRIPTION:

Your activities include reviewing medical record documentation to identify/confirm diagnosis, treatment of illness and procedures performed in order to test the accuracy of ICD-10, CPT and hospital coding, adherence to established Scripps policies, and correctness of patient account charges, etc. You will also assemble and analyze activity information and/or data and prepare written reports that will be viewed by senior management and the Audit & Compliance Committee of the Board of Trustees. You will be charged with using independent judgement and critical thinking in completing activities and operate under general supervision of the CCO or Director. Play an integral role in researching laws and regulations, investigating reported compliance issues, monitor and test Medicare billing compliance and compliance with Scripps Privacy policies.

Additionally, you will coordinate special projects as assigned and support Compliance Program infrastructure by coordinating compliance meetings' agendas, minutes and action plans.

REQUIREMENTS:

- Bachelor's Degree.
- Minimum of three years' experience in a health care compliance, coding, government billing or other regulatory position, with general experience in health care setting in clinical, regulatory or billing operations required.
- Demonstrated understanding of Medicare/other pertinent regulations applicable to Scripps services, including the ability to communicate and apply such regulations and standards.
- Demonstrated ability to review medical records to assess completeness of supporting documentation and/ or accuracy of selected codes used in billing for services.
- Proficient computer skills including demonstrated ability to research complex regulations using the Internet, and experience using the following applications: Outlook, Excel, Word, PowerPoint and Access.
- Demonstrated skills in analytical review, problem analysis, facilitation and resolution, and knowing when to refer issues/questions to the CCO or Director.
- Proven ability to initiate, compose and prepare written reports of findings and policy drafts.
- Detail-oriented skills including proven ability to edit and proofread own work.
- Proven fast and accurate word processing skills.
- Ability to tactfully investigate and collect relevant facts including researching applicable Scripps Policies, regulations, or laws.

REQUIRED CERTIFICATION/REGISTRATION:

- Certified in Healthcare Compliance (CHC) or other equivalent certification from the Compliance Certification Board (CCB) is required, or must be attained within 18 months of hire.

PREFERRED EDUCATION/EXPERIENCE/SPECIALIZED SKILLS/CERTIFICATION:

- Strongly preferred in health care-related, clinical, legal or regulatory field.
- Coding certification, CCS or CPC strongly preferred.
- Knowledge and understanding of relevant service-line or care-line accreditation standards, (e.g. Joint Commission, College of American Pathologists, etc.) is a plus.
- Working experience in Epic EHR preferred

FOR MORE INFORMATION/TO APPLY:

<https://careers.scripps.org/job/14605059/senior-compliance-specialist-san-diego-ca/#tab-id-2>