

Coding Compliance Auditor (Remote)

Memorial Hermann

Job Location: Houston, TX

Full Time

JOB SUMMARY:

Position responsible for ensuring the accuracy and completeness of clinical coding resulting in the appropriate reimbursement and data integrity and validation of the coded information for external and internal affairs. This position typically reports to the Coding Compliance Manager.

JOB DESCRIPTION:

*****Great Opportunity for Experienced Outpatient Coders Looking to Work Remotely*****

(States outside of Texas subject to approval)

MINIMUM QUALIFICATIONS:

Education: High school diploma or GED, required

Licenses/Certifications: One of the following licenses is required:

- Certified Coding Specialist (CCS), **or**
- Certified Inpatient Coder (CIC), **or**
- Certified Professional Coder (CPC), **or**
- Registered Health Information Technician (RHIT), **or**
- Registered Health Information Administrator (RHIA)

EXPERIENCE/KNOWLEDGE/SKILLS:

- Minimum of three (3) years of hospital coding experience.
- Extensive knowledge of ICD-10-CM and CPT coding principles and guidelines.
- Extensive knowledge of 3M Coding applications and resolving coding edits.
- Working knowledge of reimbursement systems and regulations and policies pertaining to documentation, coding, and billing.
- Knowledge of database applications and spreadsheet design.
- Effective oral and written communication skills.
- Demonstrates commitment to the Partners-in-Caring process by integrating our culture in all internal and external customer interactions; delivers on our brand promise of “Advancing health. Personalizing care” through compassion, courage, credibility, and commitment to community.

PRINCIPAL ACCOUNTABILITIES:

- Conducts regular coding audits and coordinates ongoing monitoring of coding accuracy, providing continuous feedback to coding staff.
- Develops and coordinates educational sessions to all coding staff regarding documentation and accurate coding.
- Serves as a resource for coding staff on organization-wide coding and documentation standards and guidelines.
- Designs audit tools to monitor the accuracy of clinical coding.
- Keeps abreast of coding guidelines and reimbursement reporting requirements.
- Conducts trend analyses to identify patterns and variations in coding practices.

- Abides by the Standards of Ethical Coding as set forth by the American Health Information Management Association (AHIMA) and adheres to official coding guidelines.
- Ensures safe care to patients, staff and visitors; adheres to all Memorial Hermann policies, procedures, and standards within budgetary specifications including time management, supply management, productivity and quality of service.
- Promotes individual professional growth and development by meeting requirements for mandatory/continuing education and skills competency; supports department-based goals which contribute to the success of the organization; serves as preceptor, mentor and resource to less experienced staff.
- Other duties as assigned.

FOR MORE INFORMATION/TO APPLY:

<https://jobs.memorialhermann.org/us/en/job/100128625/Coding-Compliance-Auditor-Remote>