

Associate Compliance Analyst

American Specialty Health Incorporated

Job Location: Remote

Full Time/Days

JOB SUMMARY:

American Specialty Health Incorporated is seeking an Associate Compliance Analyst to join our Regulatory and Program Compliance department. This position will support the company's national regulatory compliance efforts. Note: The individual in this position is not intended to practice law or provide legal advice.

MINIMUM REQUIREMENTS:

- Minimum 1-year regulatory compliance experience, preferably in a health insurance or managed care environment. Experience to include monitoring legislative and regulatory requirements, maintaining regulatory licenses and coordinating and completing related filings, communicating with regulatory agencies, and assisting with regulatory compliance research.
- Experience with health insurance or managed care contracts helpful.
- Experience with Medicare and Medicaid helpful.
- Proficient in MS Office, with intermediate knowledge of Word and Excel; and proficient in use of Internet, SharePoint, and CRM databases.
- Understanding of Regulatory Agency operations, e.g., Department of Insurance, Department of Health, etc. Understanding of Commercial, Medicare, and Medicaid health care compliance preferred.
- Strong analytical and writing skills.
- Willingness to develop research skills.
- Understanding of ASH systems, policies and procedures preferred.

EDUCATION/LICENSES/CERTIFICATIONS:

- Bachelor's degree in Health Care Policy or Administration, Law, English or equivalent degree required. If equivalent experience, high school diploma required.

ADDITIONAL INFORMATION:

Candidates who are selected for this position will be trained remotely and must be able to work from home in a designated work area with company-provided technology equipment. This remote/WFH position requires you have a stable connection to your Internet Service Provider with the ability to participate by video in online meetings over a reliable and consistent network (minimum internet download of 50 Mbps and 10 Mbps upload speed).

FOR MORE INFORMATION/TO APPLY:

<https://jobs.jobvite.com/ashcompanies/job/onsZmfwU>