

# Trainer/Auditor

## Revenue Cycle Coding Strategies

Job Location: Remote

Full Time/Days

### JOB SUMMARY:

This position is responsible for providing medical coding, coding training and auditing services to physician practices, billing companies and hospitals and other related entities with a concentration on coding audits of physician and hospital outpatient claims, and coding education. Also, to include auditing of internal Coding + staff as well as continued training and possible corrective action coding reviews

- Provide training to all RCCS coders regarding new tasks, new clients, cross-training and continuing education.
- Perform coding audits of coder work during training processes and once completed periodically to ensure maintained quality. Feedback will be provided in various forms including written explanation and training sessions based on coder educational needs.
- Create clear explanations of errors as well as authoritative guidance for coding recommendations for all reviews.
- Acts as a liaison for coding specialists regarding coding guidelines questions and assist with coding specialist onboarding and cross-training. Maintains confidentiality of all information related to patients, medical staff, finances and all other RCCS and client information.
- Demonstrates thorough understanding and ability to research all aspects of coding, compliance, documentation and reimbursement for assigned specialties.
- Maintain accurate records of time spent on tasks for both client and non-client projects.
- Assist in the recruiting/interview process for all Coding+ staff
- Adheres to all RCCS Corporate Policies and Procedures.
- Assist with other duties as assigned.

### MINIMUM REQUIREMENTS:

- 4+ years coding experience with progressive educational and auditing experience preferred.
- Knowledge of coding, documentation and reimbursement.
- Knowledge of organization policies and procedures.
- Knowledge of health care administration principals.
- Knowledge of business office procedures.
- Skill in identifying and resolving problems.
- Ability to establish and maintain effective working relationships with all employees and clients.
- Knowledge of CPT, ICD-10-CM and HCPCS coding related to Evaluation and Management, radiology, surgical and/or oncology practices.
- Must be competent and comfortable with MS Word, Excel, and PowerPoint.

### EDUCATION/LICENSES/CERTIFICATIONS:

- National certification in coding (AHIMA or AAPC) or health information management required.

### FOR MORE INFORMATION/TO APPLY:

<https://rccsinc.com/jobs/trainer-auditor/>