



Institutional Billing Compliance Specialist

Full Time
Salary

JOB SUMMARY:

The Billing Compliance Specialist will act as a resource for healthcare billing compliance activities across the university. This employee identifies trends, issues, and risk areas and recommends corrective action. Coordinates and works in collaboration with billing compliance liaisons university-wide with the goal of ensuring documentation is compliant with regulatory requirements.

POSITION KEY ACCOUNTABILITIES:

- Conducts risk-based audits, special projects, analyzes results, and recommends corrective action.
- Assists departmental compliance efforts in developing policies and procedures, billing compliance risk mitigation strategies, and specialty specific coding education for providers, non-physician practitioner, and residents.
- Provides and presents findings at departmental meetings regarding coding and compliance issues within departments assigned.
- Maintains effective and cooperative communication with the clinical providers, their departmental compliance and administration personnel, and university administration.
- Assists in the delivery, tracking, and expansion of institution-wide education through computer-based training related to coding and compliance.
- Analyzes, prepares, and disseminates information regarding individual provider compliance to those responsible for departmental compliance efforts.
- Acts as a resource for providers, practitioners, residents, and administration for queries related to coding conventions and compliance readiness.
- Maintains knowledge of current regulatory requirements, coding, and diagnostic procedures.
- Assists in the development and maintenance of departmental tracking systems for audit results (MDaudit), coding questions and employee MDaudit training.

MINIMUM EXPERIENCE:

- Two (2) years of multiple-specialty coding and compliance auditing experience; Three (3) years preferred.

EDUCATION/CERTIFICATIONS:

- Bachelor's degree or equivalent related experience in lieu of education.
- Certified Professional Coder (CPC) American Academy of Professional Coders (AAPC), or
- Certified Coding Specialist - Physician-based (CCS-P) American Health Information Management Association (AHIMA).

FOR MORE INFORMATION/TO APPLY:

<https://uth.referrals.selectminds.com/jobs/institutional-billing-compliance-specialist-17709>