

Medical Billing Supervisor

Better Life Partners

Job Location: Remote

Full Time/Days

JOB SUMMARY:

Our Revenue Cycle Team is seeking an experienced Medical Billing Supervisor to join our team and provide back end Revenue Cycle Management (RCM) support, manage a small team of medical billers, and lead a major project in establishing a comprehensive co-pay and self-pay process for our patients.

MINIMUM REQUIREMENTS:

- A minimum of 5 years of experience in medical billing, with at least 2 years in a supervisory or managerial capacity.
- In-depth knowledge of medical billing processes, coding systems (e.g., ICD-10, CPT, HCPCS), and RCM best practices.
- Familiarity with medical billing software, Electronic Health Records (EHR) systems, and other healthcare technology platforms.
- Strong leadership, team management, and interpersonal skills.
- Excellent problem-solving, analytical, and organizational abilities.
- Ability to communicate effectively, both orally and in writing, with diverse stakeholders at all levels of the organization.
- High degree of integrity, professionalism, and commitment to maintaining confidentiality of sensitive information.

EDUCATION/LICENSES/CERTIFICATIONS:

- Bachelor's degree in Healthcare Administration, Finance, Business, or a related field.

ADDITIONAL INFORMATION:

Work from home requirements:

- Must have internet service with minimum upload/download ability.
- Company will provide equipment (laptop, monitor, keyboard, mouse and headset) plus a remote work stipend.
- Must have a quiet space to speak to members with minimal background noise.
- Must understand the importance of protected health information and ensure any data/information is not visible to others.

This is a full-time, exempt position. The starting salary range for this position is \$50k - \$65k annually.

FOR MORE INFORMATION/TO APPLY:

<https://betterlifepartners.applytojob.com/apply/TJblkhUGNT/Medical-Billing-Supervisor>