

# Associate Manager, RCM Operations

Azalea Health

Job Location: Atlanta, GA

Full Time/Days

## JOB SUMMARY:

- Lead RCM operations team and supporting initiatives to improve RCM performance
- Define, build and manage RCM operational scorecard
- Analyze data and insights to define and prioritize operational and technology initiatives that improves RCM service quality and margins
- Own and maintain library of RCM specific Standard Operating Procedures (SOP) across all functional areas
- Collaborate and support RCM leaders to plan, organize, and deliver consistent processes, knowledge sharing, metrics and tools in the RCM organization
- Collaborate and support RCM Vendor Manager to rollout of our vendor management strategy and incorporate key operational processes and metrics
- Partner with Learning & Development and RCM peers to define and rollout RCM employee onboarding and continuing education curriculum
- Partner with Product Managers to deploy and operationalize product capabilities in RCM
- Assist with customer service communications and problem resolution with Azalea RCM clients and their employees, patients of Azalea RCM clients, and other healthcare facilities as needed
- Partner with internal privacy and security team members to ensure proper training and compliance throughout the RCM department

## MINIMUM REQUIREMENTS:

- 3-5 years of experience in Revenue Cycle Management and/or Healthcare Administration required with a minimum of 1 year of experience in a supervisory capacity
- Demonstrated knowledge and application of coding, billing, and compliance regulations
- Strong analytical and problem-solving skills and proficient in analytics tools
- Prior experience with EHRs, or health information technology strongly preferred

## EDUCATION/LICENSES/CERTIFICATIONS:

- Bachelor's degree in Business, Healthcare Operations or related field
- CPC, CPB, or CMA designating highly preferred

## ADDITIONAL INFORMATION:

- Competitive and comprehensive benefits: Coverage options to support the whole person, including full medical, dental, vision, and life insurance
  - Generous employer sponsored subsidy towards employee's medical insurance premiums
  - Azalea Health covers 100% of the premiums for Life AD&D and Long-Term Disability for all eligible full-time employees
- Balance and flexibility: Simple Paid Time Off (PTO) options. You earn your time, use it as you choose.
- Economic opportunity: Competitive total rewards package that offers competitive pay and advancement opportunities

## FOR MORE INFORMATION/TO APPLY:

<https://azaleahealth.isolvedhire.com/jobs/936647.html>