

# Coding Content Specialist

Revenue Cycle Coding Strategies, LLC

Job Location: Remote

Full Time/Days

## JOB SUMMARY:

Responsible for consulting duties specific to Client & Corporate Resources by ensuring the timeliness and accuracy of resources, educational materials, and Client and internal staff requests for coding, billing, and regulatory content. This includes conducting research, writing, developing, coordinating, and editing materials for Clients, technical, and administrative publications in print or electronic media.

## MINIMUM REQUIREMENTS:

- Knowledge of coding, documentation, and reimbursement (payment systems)
- Knowledge of organization policies and procedures
- Knowledge of health care administration principles
- Skill in exercising initiative, judgment, discretion, and decision-making to achieve business unit objectives.
- Skill in identifying and resolving problems
- Ability to communicate effectively and professionally with all levels of staffing in health care provider organizations and business related organizations
- Ability to establish and maintain effective professional working relationships with all employees and clients
- Effective management skills
- Highly detail-oriented individual with outstanding analytical and writing skills, and ability to communicate professionally with clients and employees of RCCS.
- Knowledge of CPT-4, diagnosis and HCPCS coding.
- Must be competent and comfortable with MS Word, Excel, Visio, and PowerPoint.
- Clinical experience is preferred, but not required.

## EDUCATION/LICENSES/CERTIFICATIONS:

- Bachelor's degree preferred, but not required
- Coding certification(s) required by one or more of the following bodies: AHIMA, RCCB, AAPC.
- Willingness to obtain additional industry specific certifications within one year of employment.

## FOR MORE INFORMATION/TO APPLY:

<https://go.codingstrategies.com/jobs/coding-content-specialist-2/>