

DIR - HIM/MEDICAL RECORDS

Fairfax Behavioral Health
Job Location: KIRKLAND, WA
Full Time/Days

JOB SUMMARY:

The Director of Health Information Services offers leadership support as an important member of the records management team by ensuring the quality maintenance of patient information/medical records, within all laws, rules and regulations of federal and state licensing agencies, and Joint Commission standards for the quality of patient care.

MINIMUM REQUIREMENTS:

- Minimum of four (4) years management experience in information management preferred, with direct experience in a health care psychiatric facility preferred.
- Thorough knowledge of medical records coding and medical terminology required.

EDUCATION/LICENSES/CERTIFICATIONS:

- Associate's Degree in Health Information Technology **required**.
- Bachelor's Degree in Health Information Management **preferred, or**
- Equivalent combination of education and experience.
- Certification as a Registered Health Information Administrator (RHIA), or Registered Health Information Technician (RHIT) required.

ADDITIONAL INFORMATION:

This opportunity offers the following:

- Challenging and rewarding work environment
- Growth and Development Opportunities within UHS and its Subsidiaries
- Competitive Compensation
- Excellent Medical, Dental, Vision and Prescription Drug Plan
- 401k plan with company match
- Generous Paid Time Off
- Relocation benefits

FOR MORE INFORMATION/TO APPLY:

<https://jobs.uhsinc.com/fairfax-behavioral-health/jobs/245103?lang=en-us>