

Medical Policy & Coding Consultant I

Capital Blue Cross

Job Location: Remote

Full Time/Days

JOB SUMMARY:

As a member of Medical Policy & Coding (MPC), the Medical Policy & Coding Consultant I (MPCC1) ensures proper vetting of each medical policy and correct coding structure with oversight from the MPC Lead(s), Medical Policy Consultant 2 (MPC2), and/or management team member(s).

The MPCC1 conducts appropriate medical policy research, reviews Federal/State mandates, and manages assigned medical policy through complete finalization, writing and revision, application of appropriate procedure and diagnosis coding, and compliance with regulatory requirements.

Additional tasks may include, but are not limited to, support of Vendor Programs, New Code, Single Source/Pre-Authorization, special projects, and coding initiatives received throughout the year. Key accountabilities include coding research and identification of CPT, CDT, HCPCS, ICD-10, and revenue codes to meet business needs.

The MPCC1 must develop solid knowledge of regulatory and accrediting requirements and how they relate to medical policy and coding. The MPCC1 works collaboratively with MPC leadership creating, revising, archiving, and implementing Capital Blue Cross medical policy. Works collaboratively with Utilization Management, Medical Directors, Provider Network, IT&D, Appeals & Grievances, Pharmacy, Vendors, and Product to ensure appropriate intent of Capital medical policies and intent of proper payment in accordance with State and Federal requirements/mandates, as well as provider and member contracts.

MINIMUM REQUIREMENTS:

- Strong clinical, policy, or research background; 3-5 years' experience.
- Minimum of 3 years' similar work experience, preferably in a managed care /health insurance related position.
- Proficient in Microsoft Office Suite: Word, Excel, PowerPoint
- Experience in use of SharePoint strongly desired.

EDUCATION/LICENSES/CERTIFICATIONS:

- Current, non-restricted clinical license
- The position requires obtaining an American Association of Professional Coders (AAPC) Medical Coding certification. The AAPC certification course will be offered at management's discretion once the employee meets certain criteria showing course readiness. Continuing education credits must be satisfied to maintain the certification. If the AAPC certification is not obtained successfully, it could result in termination.
- Bachelor's degree, preferred.

FOR MORE INFORMATION/TO APPLY:

<https://careers-capbluecross.icims.com/jobs/2870/medical-policy-%26-coding-consultant-i/job>