

# Revenue Cycle Trainer

Healthsource of Ohio

Job Location: Loveland, OH

Full Time/Days

## **JOB SUMMARY:**

The Revenue Cycle Trainer position is part of Centerprise's drive to improve the onboarding and quality of the revenue cycle staff. This position will enhance the employees' EPM/EHR/EDR skills, performance, productivity, and quality of work. This position will assist with the workflows of the Revenue Cycle, and comprehensive, consistent training programs to all staff, including, but not limited to, new hire training, refresher training for existing employees to include, implementing a schedule for annual and periodic training for the Revenue Cycle staff.

## **MINIMUM REQUIREMENTS:**

- 5+ years' experience in healthcare field – FQHC preferred, Non FQHC considered.
- All functional areas of revenue cycle, including registration, billing, charge capture, AR management, sis, information systems, State and Federal billing regulations.
- Excellent written and oral communication skills.
- Excellent customer service skills; well-versed with all federal, state and HIPAA privacy regulations with knowledge of CPT and ICD-10 coding protocols and procedures.
- Ability to address confidential information in a professional manner.
- Ability to effectively influence change; forge effective working relationships with other members of leadership team and key HealthSource and Centerprise executives.
- Experience with various Electronic Medical Records and Practice Training or Educational skills would be beneficial.
- Proficient with Microsoft Office Suite.

## **EDUCATION/LICENSES/CERTIFICATIONS:**

- Bachelor's Degree or 3-5 years equivalent leadership experience.

## **ADDITIONAL INFORMATION:**

- TRAVEL REQUIREMENTS: As needed

## **FOR MORE INFORMATION/TO APPLY:**

[https://workforcenow.adp.com/mascr/default/mdf/recruitment/recruitment.html?cid=fe1ae265-05e5-4114-98dd-72e3bb902961&ccId=19000101\\_000001&type=MP&lang=en\\_US&jobId=532030](https://workforcenow.adp.com/mascr/default/mdf/recruitment/recruitment.html?cid=fe1ae265-05e5-4114-98dd-72e3bb902961&ccId=19000101_000001&type=MP&lang=en_US&jobId=532030)