

# Certified Coding Auditor

**St. Joseph's Health**

Job Location: Paterson, NJ

Full Time/Days

## **JOB SUMMARY:**

The Certified Professional Coder (CPC) serves as the primary liaison between the medical group and the external coding vendor. This role ensures consistent communication, accurate and compliant coding practices, timely issue resolution, and alignment with organizational policies and payer requirements. The Coding Liaison supports documentation integrity, monitors vendor performance, and acts as a subject matter expert for coding-related inquiries. This role works closely with providers, clinical staff, and revenue cycle teams to review medical records, validate documentation completeness, apply correct CPT®, ICD-10-CM, and HCPCS codes, and educate providers on documentation best practices.

## **MINIMUM REQUIREMENTS:**

- 3+ years of medical coding experience
- Strong knowledge of:
  - CPT®, ICD-10-CM, and HCPCS coding guidelines –
  - E/M coding (including 2021+ E/M guidelines if applicable) –
  - CMS and major payer regulations
- **Preferred Qualifications**
  - Proficiency in electronic health records (EHR) and encoder systems
  - Experience in hospital, multispecialty, or high-volume outpatient environments
  - Familiarity with auditing, compliance programs, and denial resolution
  - Excellent attention to detail and analytical skills
  - Strong written and verbal communication skills
  - Proficiency in Microsoft Office Product Suite

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

- Active AAPC certification (CPC®)

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

<https://jobs.stjosephshealth.org/job/paterson/certified-coding-auditor/998/93193974672>