

Compliance Analyst

Optum

Job Location: Remote

Full Time/Days

JOB SUMMARY:

- Conduct independent, risk-based coding compliance audits of Optum Health providers and associated clinical practices
- Conduct coding and billing investigation audits to assess compliance with applicable coding, billing, and documentation requirements
- Research and analyze incoming coding and billing investigation requests to support timely and accurate compliance review
- Evaluate the accuracy, completeness, and regulatory compliance of procedure coding, including E/M services, non-E/M services, modifiers, ICD-10 coding, medical record documentation, and coding-related billing activities
- Identify areas of compliance risk, assess adherence to CMS requirements, official coding guidelines, payer policies, and organizational standards, and support corrective action and monitoring activities
- Prepare written audit scope memorandums that clearly define audit objectives, methodology, and review criteria
- Identify audit findings, calculate billing error rates, and perform root cause analysis to support accurate reporting and remediation planning
- Prepare written audit summary reports that include compliance risks, trends, findings, and recommended remediation actions
- Research, develop, and deliver targeted education based on individual audit findings
- Stay current with applicable coding, billing, documentation, and regulatory guidelines
- Research, evaluate, and provide timely responses to coding compliance inquiries, ensuring alignment with applicable coding, billing, and regulatory guidance

MINIMUM REQUIREMENTS:

- 5+ years of outpatient physician coding experience, including CPT, HCPCS, ICD-10, modifiers, and NCCI edits
- 5+ years of healthcare regulatory compliance experience, including Medicare, Medicaid, and state and federal laws and regulations governing medical coding
- 3+ years of experience with electronic health records (EHRs) and medical record systems
- Advanced level of proficiency with Microsoft Excel, Teams, PowerPoint, Word, and Outlook

EDUCATION/LICENSES/CERTIFICATIONS:

- High School Diploma/GED
- Must possess one of the following:
 - Certified Professional Coder (CPC)
 - Certified Outpatient Coder (COC)
 - Certified Coding Specialist (CCS)
 - Certified Coding Specialist-Physician Based (CCS-P)

FOR MORE INFORMATION/TO APPLY:

<https://careers.unitedhealthgroup.com/job/eden-prairie/compliance-analyst-remote-nationwide/34088/100127233056>