

Revenue Cycle Specialist

MyOme

Job Location: Remote

Full Time/Days

JOB SUMMARY:

MyOme is seeking a high-energy, detail-oriented Revenue Cycle Specialist to join our growing Revenue Cycle Management (RCM) team. This is a tactical, hands-on role focused on claim and denials management, appeals, and the manual administrative work that keeps a high-performing billing operation running. You'll spend your days inside RCM systems, payor portals, and clearinghouses — working claims, resolving denials, and turning friction into revenue.

This role is ideal for a rising star with a few years of laboratory or diagnostic billing experience who is looking to take ownership of meaningful work in a fast-growing genomics company. You'll report directly to the Head of Revenue Cycle Management and work alongside a small, focused team where your output is highly visible and your impact is immediate. If you bring a go-getter mentality, sharp attention to detail, and a relentless instinct to chase down every dollar a payor owes us, we want to hear from you.

MINIMUM REQUIREMENTS:

- 2–5 years of revenue cycle, billing, or claims experience in a laboratory, diagnostic, or genetic testing environment (currently working at a peer lab is a strong plus).
- Hands-on experience with Xifin strongly preferred; experience with other lab RCM systems or clearinghouses (Change Healthcare/Optum, Availity, payor portals) will also be considered.
- Demonstrated experience working claims for out-of-network providers with commercial payors.
- Working knowledge of both front-end and back-end rejections and denials, and a proven track record of successful appeals.
- Required working knowledge of the following denial categories:
 - Prior authorization
 - Medical necessity
 - Timely filing
 - Eligibility
 - Coordination of benefits
 - Non-covered services
- Sharp attention to detail and the patience to work high volumes of detailed administrative tasks without losing accuracy.
- High-energy, go-getter mentality — you take initiative, you don't wait to be told what to do next, and you close loops.
- Strong written and verbal communication skills, including the ability to write clear, persuasive appeal letters.
- Comfort with ambiguity and a willingness to roll up your sleeves in a small, fast-moving team.
- Proficient in Google Workspace, Excel, and modern RCM/billing tooling.

FOR MORE INFORMATION/TO APPLY:

https://myome.com/about-us/careers?gh_jid=4077210009 - Scroll down the page to find job description