RCM Supervisor

LifeStance Health
Job Location: Remote
Full Time/Days

JOB SUMMARY:

The Billing Supervisor is responsible for the supervision and leadership of the RCM Staff. Directly responsible for the training and monitoring of staff as well as all aspects of RCM and Performance Management. Effectively maintain a work environment which promotes communication to stimulate the morale, engagement, and growth of team members.

MINIMUM REQUIREMENTS:

- 4+ years of experience in medical billing/RCM; supervisory experience or demonstrated leadership
- Advanced knowledge of UB-04, EOB interpretation, A/R, CPT, and ICD-9 codes
- Excellent working knowledge of Revenue Cycle Management operations with specific focus on Outpatient Mental Health payors and Commercial payors (i.e., Medicare regulations and compliance; HIPAA)
- Proficient in the use of MS Office suite; intermediate to advanced Excel and Word skills
- Clear, effective, and accurate verbal and written communication skills
- Organizational and prioritization skills sufficient to effectively manage multiple, concurrent initiatives
- Handling of all PHI (Protected Health Information) and Patient Identifiable Data with discretion and confidentiality
- Qualified candidates must be legally authorized to be employed in the United States
- Demonstrates awareness, inclusivity, sensitivity, humility, and experience in working with individuals from diverse ethnic backgrounds, socioeconomic statuses, sexual orientations, gender identities, and other various aspects of culture

EDUCATION/LICENSES/CERTIFICATIONS:

- High School diploma or GED equivalent

ADDITIONAL INFORMATION:

- This position is a remote role with the ability to sit within any state where LifeStance is located
- Compensation: $61,000 - 73,000 Annually with potential bonus

FOR MORE INFORMATION/TO APPLY:

https://careers.lifestance.com/jobs/corporate-roles/us/remote/rcm-supervisor/