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# Example of Ambulatory Care Job Description

Our innovative and growing company is searching for experienced candidates for the position of ambulatory care. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for ambulatory care

* Integrates the strategic plan of the clinics, surgery centers and outpatient service lines within the overall division operating structure
* Provides management oversight for the development of high quality, cost effective, patient centered programs
* Plans for new and expanded services
* Supports the 501(a) Board in all administrative duties requested including physician hiring, termination, evaluation and compensation
* Develops and implements method of ongoing evaluation of program area effectiveness
* Negotiates with insurance carriers to deliver primary care
* Plans and implements effective managed care principles to support goals for meeting the needs of the enrollees in our Medicaid population and working poor and for improving health status, which decreases medical costs
* Oversees all call center and business functions including development and implementation of new services designated to support clinic goals
* Oversees all business office functions including billing, budget and purchasing
* In conjunction with Medical Director and Ambulatory Care Administrator (ACA), provide leadership for the Ambulatory Care Unit

## Qualifications for ambulatory care

* Successful completion of a pharmacy practice residency or ambulatory care residency, or equivalent clinical experience in direct patient care delivery required
* Demonstrate ability to utilize MS Office, PowerPoint, Word, and Excel
* Demonstrated experience and success with leading ambulatory service operations
* Strong understanding of the financial management, business and clinical operations of a medical group practice, clinic and/or surgery center
* Extensive health care reimbursement knowledge and experience
* Previous care management experience preferred