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# Example of Coder Medical Records Job Description

Our innovative and growing company is looking to fill the role of coder medical records. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for coder medical records

* Maintain up to date knowledge of new medical technology, official coding rules, NCCI edits and LCD’s, and all third party payor guidelines
* Three (3) Year Experience ICD-9-CM and CPT-4 Coding System
* Adhere to established documentation requirements as outlined by accrediting agencies guidelines, regulations, policy and medical-legal requirements
* Applies the Uniform Hospital Discharge Data Set (UHDDS) definitions any additional regulatory guidelines and/ or coding references (Coding Clinic, 3M references) to select the principal diagnosis, secondary diagnoses, and all significant procedures as documented in the medical record
* Participates in and represents the department in business leadership groups, including external professional groups specializing in coding and provider education
* Assists the business with research and documentation of workflows and policies and procedures
* Consult with and educate physicians on coding practices and conventions in order to provide detailed coding information
* Maintain a thorough understanding of medical record practices, standards, regulations, The Joint Commission, Health Care/Finance Administration (HCFA), Medical Review of North Carolina (MRNC)
* Confers with Physicians and other providers to obtain greater specificity and/or clarification on possible diagnoses and procedures
* Insures integrity of all data prior to transmission

## Qualifications for coder medical records

* 2+ years of CCS or ability to obtain/equivalent experience
* Two years experience in coding/abstracting inpatient records in an acute care facility
* Requires BA/BS in health sciences, health management, or nursing, 3-5 years of ICD-9 coding or medical record audit experience in a consultative role
* CPC from accredited source
* Requires that you reside in Polk County, Florida, and be willing to travel within assigned territory approximately 50% of the time
* SME for all coding specialties like E/M, radiology, anesthesia and should possess good communication skills