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# Example of Health Advocate Job Description

Our growing company is searching for experienced candidates for the position of health advocate. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for health advocate

* May serve as a consultant to train field office staff on aspects of this role including but not limited to the proper and effective patient motivation to use their therapy equipment and optimal use of the compliance portals
* Provide a complete continuum of quality care through close communication with members via in - person or over the phone interaction
* Facilitate bi-weekly team meetings and provide information to staff in a timely manner
* Function as technical expert for their team
* Monitor and manage workflows to facilitate communication and teamwork between departments
* Monitor and report on issues/trends in the unit
* Provide daily communication to team members related to processing/departmental changes
* Solve problems and provider immediate feedback to Staff Members/Internal/External Customers
* Work within the limitations of the role in communication to patients
* May conduct field office intervention calls to assist staff with specific patient support to overcome barriers and improve their therapy usage

## Qualifications for health advocate

* Strong interpersonal skills to interact, communicate and present to all levels of the organization’s hierarchy
* The ideal candidate will require strong written and verbal communication skills, be well organized and able to prioritize tasks and make appropriate decisions
* Requires excellent analytical and problem solving skills and ability to resolve conflicts
* Ability to work independently of others and be self-directive and goal oriented but possess the ability to work in a team as the team leader or on the team with other auditors when required
* Registered psychiatric nurse or licensed master’s level mental health professional
* LMHC is highly preferred