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# Example of Referral Job Description

Our company is looking to fill the role of referral. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for referral

* Assist Patient Services Representatives with all related duties
* Works with the Chief Medical Officer to update standing orders as needed
* Office visit and testing referrals and authorizations
* VIR procedure authorizations and appeals
* Vascular Surgery testing and procedure/surgery authorizations
* Insurance verification for daily OV in Sorian
* Answering phones and routing appropriately
* Work closely with the Admitting and HVIS department to insure all proper authorizations are received prior to procedures
* Provide coverage for check in/ checkout for department as needed
* Discuss insurance questions with patients and help resolve issues

## Qualifications for referral

* Strong experience working in a DevOps orientated software development organization that is focused on automation of platforms continuous integration and deployment
* Experience with building container based virtual environments (Docker, Marathon, Mesos, Kuberenetes) is a plus
* Proficient in operating and managing clusters than span across multiple data centers
* Experience using source control systems such as GIT, Subversion or Perforce
* Experience with Jenkins, Artifactory, Puppet, Ansible and other CI tools
* Experience with logging and monitoring tools (ELK, Splunk, Nagios)