



Example of Claims Consultant Job Description

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Our company is growing rapidly and is looking for a claims consultant. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for claims consultant

- Work closely with the Claims Operations team to ensure that claims policy is appropriately embedded and ongoing understanding of gaps and areas for improvement in policy
 - Support the delivery of training and education programs through the policy training team and L&D team
 - Ability to structure the work of and manage teams of 2-4 consultants
 - Ensuring accuracy and robustness of analyses and ensuring quality of overall delivery, providing comprehensive support to Principals and Partners in project execution
 - A key part of the position includes managing the client relationship and being the primary contact point for senior client executives
 - Client management activities include leading meetings and presentations and interfacing with clients on a day to day basis
 - Evaluate complex claims to determine potential liability, formulate resolution plans and proposals and establish initial and/or additional reserves within assigned authority level and excess of authority levels with management approval
 - Reviews applicable policy language and determines coverage based upon the facts of the claim, policy language and relevant case law
 - Performs an independent analysis of counsels recommendations and challenges counsel's proposed strategy, if appropriate
 - Manages activities of vendors including attorneys and consultants
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- Medical claims coding certification
- Claims processing or medical subrogation
- Query writing (SQL preferred)
- Background in claims processing on CAS and or MTV
- Proven performer with strong technical knowledge and work experience adjusting or managing workers' compensation claims or possess multi-line claims experience with emphasis on casualty lines of coverage
- Multi State and/or Colorado State Worker's Compensation experience and knowledge