



Example of Clinical Coding Specialist Job Description

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Our company is looking for a clinical coding specialist. 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 clinical coding specialist

- Provides structured and ad hoc training/education to staff and providers
- Performs necessary analysis of data for the purpose of identifying trends and making suggestions for change to process
- Facilitates and participates in regular meetings with Health Information Management (HIM), Care Management, and other staff to develop and implement strategies for improvement of clinical documentation and financial outcomes
- Works collaboratively with Coding staff to ensure appropriate DRG assignment and that reimbursement reflects the level of services rendered
- Matrix relationship to Revenue Operations & Coding, Supervisor and IR, Associate Director
- Split time and shared oversight with IR
- CIRCC certification through the American Academy of Professional coders
- Training and quality oversight of the IR technologist
- Routine quality review reports
- Your primary responsibility will be to oversee the coding of medical terms from clinical trials and drug safety reports to standard Medical or Drug Dictionary terminology

Qualifications for clinical coding specialist

- Minimum of one (1) to three (3) years of experience working in a physician

- Minimum of two years of clinical coding experience required
- At least 5 years of experience in quality improvement and/or inpatient clinical documentation improvement, with knowledge of ICD-10 chart abstraction methodology
- Bachelor's degree in a clinical field
- Four (4) years of experience utilizing ICD-9-CM, ICD-10, CPT, HCPCS coding systems respective reimbursement methodologies associated with each coding system required
- Demonstrated experience reviewing health care delivery against clinical, quality, financial established guidelines