



Example of Compliance Senior Job Description

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Our innovative and growing company is looking for a compliance senior. 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 compliance senior

- Provides direction to business partners with regard to the impact of laws and regulations, and helps with the development of policies and procedures
 - Work with the Compliance Manager and Director to ensure compliance with third party regulations through collaboration with staff from Patient Accounts, Physician Billing Dept, HIM and appropriate ancillary departments
 - Serve as a resource on billing policies and regulations and proactively identify and address issues that may impact billing accuracy
 - Conduct research of applicable laws, rules and regulations and other standards for billing compliance as questions arise
 - Assess new developments / regulations regarding Billing Compliance and participate in the analysis of how these will affect billing activities and processes
 - Demonstrate a thorough knowledge of CMS and other billing regulations
 - Work with IT to perform/facilitate quarterly segregation of duty testing
 - Interface with Global SOX COE team to stay abreast of new developments and cascade compliance information as required, including bringing additional entities/activities into scope
 - Review and provide recommendations related to ongoing documentation of current processes and procedures
 - Effectively communicate with all levels within the organization to resolve issues
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- Implementing and ensuring gift policy
- Implementing and ensuring insider trading avoidance policy
- Maintain whistleblowing process and manage reported alerts
- Watch over sensitive employees framework
- Contributing to the definition and implementation of appropriate measures to manage reputational risk
- Minimum of 10years of experience with compliance and/or risk-related activities for a federally regulated bank or similar experience at a federal banking agency