



Example of Frontline Leader Job Description

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Our innovative and growing company is hiring for a frontline leader. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for frontline leader

- Prior Authorization Process
- Billing and Collections
- Assist with writing new processes and procedures
- Work with IT regarding Scriptmed issues
- Review any potential write offs and give recommendations
- Review Aging with collection staff
- Help resolve member/patients concerns and provide overall guidance on transactions and inquiries regarding Specialty billing
- Perform complex analyses of various financial data both independently and with a team of associates to assess business progress, identify trends and make projections
- Lead and develop team of Clerical Specialists in supporting case management and utilization management activities
- Requires 25% travel throughout Region 9 (Palm Beach, Martin, St

Qualifications for frontline leader

- Experience in healthcare, including Medicare or Medicaid
- Business experience in quality benchmarking and utilization management
- Strong financial and analytical skills specifically pertaining to core measures
- Experience with provider relations, sales and marketing
- Prior supervisory and training experience
- Previous call center and leadership experience is a must