



# Example of Manager, Revenue Cycle Job Description

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Our growing company is searching for experienced candidates for the position of manager, revenue cycle. 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 manager, revenue cycle

- Establish working relationships with key department heads and staff members throughout the institution
- Serve as a member of the institutional billing compliance committee and participate in standing and ad hoc institutional committees and work groups to address issues related to hospital or physician billing
- Review policies and procedures with a focus on continuous improvement efforts
- Facilitate closes processes within the assigned function(s) on a routine basis
- Within new or expanded services, deliver RCM and coding expertise against defined Product initiatives
- Drive and execute the relative pilots/alpha/beta testing experiences, from the Product standpoint, including recruitment of customers/prospects, identification and organization of targeted learnings to bring an opinion to other teams, gap-filling, and service requirement to GA - affording overall program support to all the various stakeholders
- Financial Operation
- Audit Productivity
- Maintains effective, consistent communication with Revenue Cycle team
- Identifies issues and risks and communicates to the appropriate parties

## Qualifications for manager, revenue cycle

- Eligibility requirements for special circumstance coverage
- Comprehensive knowledge of laws, rules, regulations, procedures and departmental policies relating to admissions and eligibility for reimbursement from Medi-Cal, Medicare and other public and private medical/financial assistance programs including Title 22 of California Administrative Code
- Experience with healthcare organization preferred
- Ability to travel up to 100% by various conveyances
- Minimum of 5 years of Hospital Revenue Cycle environment experience