Our company is looking to fill the role of medical coding. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for medical coding

- Assists the Business Services Manager with developing and maintaining department policies and procedures
- Take responsibility to support team members in meeting project milestones and objectives (even when team members or milestones are not their direct responsibility)
- Travels to clinic locations to build relationships and support providers and clinic leadership
- Acts as liaison between contractor management staff and the Government, and will have supervisory authority over the other Medical Coding Compliance Specialist contract personnel performing under this contract
- Works with contractor management staff and the Government in design, execution, and monitoring of training or individual development plans of assigned Medical Coding Compliance Specialist personnel under this contract
- Acts as Trainer assists the AFMS MCPO by researching and developing compliance and compliance training programs, and assists with developing and monitoring the AFMS coding compliance plan
- Leads other Medical Coding Compliance Specialists in conducting assessments to identify new development needs and makes recommendations accordingly
- Audit medical records to ensure compliance with the organization's coding procedures and standards including, abstraction and assignment of appropriate codes based on clinical data
- Accurately enter coded data into a system and validate data entered

Qualifications for medical coding

- Minimum completion of educational curriculum required of medical license or coding certification held with Bachelor's Degree preferred
- CPC, CPC-H, CPC-A or CPC-H-A certified preferred
- Experience as a health information management practitioner
- Bachelor's degree or equivalent plus training and education as a Certified Professional Coder (CPC) or Certified Coding Specialist - Physician based (CCS-P)
- This position also requires 1 year of CPT and diagnosis coding experience in a healthcare provider or a third party payer
- Demonstrated interpersonal, organizational, analytical, and problem-solving skills