



# Example of Medical Management Job Description

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Our innovative and growing company is hiring for a medical management. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for medical management

- Provide exceptional leadership to the medical Management Staff
- Oversee medical record review of PIP pre-certification auto injury claims to establish medical necessity and causal relationship
- Engages daily and ongoing with line inpatient review nurses, reviewing cases electronically or in verbal case discussion, (and less often in group discussion) with the goals of achieving the delivery of the right care at the right time in the most appropriate setting
- As a clinical resource and coach, assists nurses in having and improving insight into where and when opportunity exists
- Develops and delivers clinical education programs that address the specific needs of the local team
- Participates in national forums, sharing ideas on best practices with other medical directors and clinical leaders from other UCS sites
- Works in close collaboration with site nursing leadership to provide strong leadership to staff
- As needed, participates in other utilization management activities such as pre-certification review, appeals and grievance adjudication
- Apply health plan review hierarchy to member contracts, medical policy, clinical guidelines and other approved resources to render timely decisions on medical necessity requests
- Perform all types of UM reviews, including but not limited to Pre-service, Post-service, Concurrent Review and Appeals

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- RN License in Pennsylvania required
  - Active Massachusetts state medical license
  - Medical staff privileges at Saint Vincent Hospital in good standing
  - Bachelor's degree from an accredited college or university in an engineering, scientific, or technical discipline
  - Four (4) years of technical experience in research, development, and/or acquisition activities related to of the following
  - DoD TOP SECRET security clearance or higher