



Example of Physician Services Job Description

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Our company is hiring for a physician services. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for physician services

- Ensures that service resources are assigned for the timely resolution of clinical application incidents and requests
- Grows the support capabilities for physician support throughout the Division
- Works with facility and zone Physician Support Coordinators, and broader Application Services Team to implement the division plan for application standardization, utilization, integration, and optimization
- Practice and adheres to the Code of Conduct and Mission and Value Statements
- Requires ability to identify questionable and/or highly sensitive information
- Coordinates with Recruiting staff, Provider Services Directors, ManagedCare Contracting and/or Human Resources for a smooth on boarding of all new hires and contracted providers
- Interact with hospital staff and SPi Healthcare employees in a positive, professional manner
- Generate CE certificates to exit conference attendees in accordance with AAPC policy
- Communicate with SPi Healthcare operations management regularly
- Prepare and submit accurate and legible documentation associated with weekly review activity

Qualifications for physician services

- 3-4 years operating physician practices, advising provider(s) / staff in areas of practice and business management, to maximize patient care and service,

- Able to work cross-functionally within a matrix environment, influencing operational and support teams to collaborate for shared success
- Understand the organization's strengths and weaknesses as compared to competitors
- Learns new and complex information quickly
- Identify the internal and external politics that impact the work of the organization
- Overcome obstacles to reach a desired position