



Example of Physician Services Job Description

Powered by www.VelvetJobs.com

Our company is growing rapidly and is looking to fill the role of physician services. 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 physician services

- Monthly variance analysis of physician service lines
- Facilitating physicians compensation discussions, draw adjustments and contracting
- Assisting in planning and modeling for new physician acquisitions
- Assisting in the annual Budget development process for the various physician service lines
- Ad Hoc reporting including trending of various physician specific metrics
- Monitoring Revenue Cycle metrics
- Assisting in coordination of incentive payment receipts with managed care group
- Identifies, targets, and reaches out to potential candidates in order to convert them into applicants
- Builds relationships with potential candidates through various recruitment and networking channels, and provides qualified, pre-screened candidates to the recruiter in a warm and seamless hand-off
- Develops, maintains, and implements sourcing tools and strategies, including social media, cold calling, internet sites, memberships, and physician referrals, internally creates organization charts, residency databases, lists, and database mining

Qualifications for physician services

- Work experience in communications, human resources, health administration, or a related field and experience that demonstrates the ability to interface with a wide variety of personnel, executives and vendors
- Minimum of ten (10) years experience with proven verbal, quantitative, financial and interpersonal skills typically acquired through the completion of an MHA/MBA Degree or CPA
- Prefer experience in multi-facility management and ability to travel in excess of fifty percent (50%) of the year
- ICD-10 Certification preferred