

## Example of Senior Provider Relations Advocate Job Description

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Our company is looking to fill the role of senior provider relations advocate. 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 senior provider relations advocate

- Assist in end-to-end provider claims and other provider service issues
- Represent UnitedHealth Care at various public events
- Travel within the state of TX and potentially in Florida to assist in end-to-end provider acquisition efforts within the market
- Work with internal departments to provide necessary information, but also understand confidential information and guide what is on a need to know basis only
- Coach, provide feedback and guide others while working with potential target practices
- Identify gaps in processes and assist acquisition team in process improvement
- Analyze and interpret Utilization trends to improve overall Performance
- Partner with internal and external associates to facilitate data exchange
- Assist with ECG access and navigation
- Assist Risk Group to enhance ease of use of Physician Portal and future services enhancements

## Qualifications for senior provider relations advocate

- Intermediate level of proficiency in provider claims and issue resolution
- 3+ years of provider relations and/or provider installation experience

- Contribute to the design and implementation of programs that build/nurture positive relationships between the health plan and Risk Group
- Help implement training and development of Risk Group through education in process and sharing of best practices
- 5+ Years of Healthcare Care/Managed Care Experience