

Example of Specialist, BI Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of specialist, BI. 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 specialist, BI

- Review and analyze clinical records
- Responsible for assisting in Infection prevention
- Prepares, completes and transmits claims for commercial insurance companies, third party organizations and/or government or self payers
- Maintains detailed documentation in the patient account record of all billing activities and claims processed as through claims reconciliation process, Consults with appropriate personnel to resolve unbilled claims
- Trains and educates the Super Users within each practice and serves as part of the local physician practice ministry management team
- Reviews reports and practice operations to identify opportunities for performance improvement
- Assists with communications and compliance standards at the physician practices, including development of a monthly agenda addressing topical issues
- Provides revenue cycle process and system training for new and existing users, including but not limited to
- Core accountability is to ensure that the ministry achieves revenue cycle metrics and quality performance
- Leads and facilitates clinical office revenue cycle billing and collections operations to ensure metrics and effective operations are achieved

Qualifications for specialist, BI

- 3+ year experience in database and ETL development in revenue producing environment with current skills managing Microsoft SQL Server 2008 R2, 2012, 2016
- MS SQL Server (3+ years)
- SSIS (3+ years)
- Understanding of key Business Intelligence concepts such as data lake(s), data warehouse, dimensions, fact tables
- Deep understanding of database design principals, query execution plans, stored procedures and SQL coding
- Strong knowledge of data warehouse concepts, such as star schemas, snowflakes, conformed dimensions, Slowly Changing Dimension Types