



## REVENUE CYCLE DIRECTOR Full-Time

<b>Posting Number:</b>	HR074103	<b>Posting Date:</b>	February 5, 2021	<b>Date Available:</b>	Immediately
<b>Position Summary:</b>	The Revenue Cycle Director is responsible for management of the entire revenue cycle team. This includes Patient Access/Registration, Health Information, Patient Financial Services and Chargemaster. The Revenue Cycle Director will lead the revenue cycle in developing, planning, and managing work initiatives within the revenue cycle.				
<b>Essential Job Duties:</b>	Oversee payor contracting and facilitates effective relations with payors and providers related to managed care plans. Directs the strategy, analysis, reporting and negotiation of rates. Performs analysis of payments by performing reimbursement audits. Ensures compliant billing practices. Participate in administrative committees to address topics such as electronic health record implementation and process improvement. Performs other duties as assigned.				
<b>Qualifications:</b>	<p>Bachelor's degree in a relevant area of expertise such as business or finance or an equivalent combination of education and relevant experience is required. Minimum of two years' experience in a healthcare organization is preferred. Experience in Health Information Management and Coding is preferred. Supervisory or management experience is preferred. The Revenue Cycle Director must be able to communicate with professional acumen.</p> <p>Special skills which are required include demonstrated ability in billing practices for rural health clinic and critical access hospitals; reimbursement; knowledge of payer contracting, and information systems; as well as excellent problem-solving skills and verbal and written communication skills.</p> <p>Two years of coding experience in an acute care setting preferred. Registered Health Information Technologist (RHIT) or Certified Coding Specialist certification (CCS) required within two years of employment.</p>				
<b>Schedule:</b>	Days:	Monday – Friday	Hours:	8:00 am – 4:30 pm	
<b>Department/FTE:</b>	Patient Accounts		FTE:	1.00	Benefit eligible? YES
<b>Physical Requirements:</b>	Please see full Job Description in Human Resources				

INTERESTED CANDIDATES – PLEASE APPLY	
MAIL OR APPLY IN-PERSON:	Three Rivers Hospital Human Resources Department PO Box 577 507 Hospital Way Brewster, WA 98812 (509) 689-2517
APPLY ONLINE:	<a href="http://www.threerivershospital.net">www.threerivershospital.net</a>
HR CONTACT EMAIL:	<a href="mailto:opportunity@trhospital.net">opportunity@trhospital.net</a>
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