

Join our team as **Director of Reimbursement**

Are you looking for a great career opportunity in healthcare? We are a Spokane based national healthcare consulting company specializing in long-term care. We provide various financial services to Providers of long term care.

Position Overview

The Director Reimbursement is responsible for Medicare and Medicaid reimbursement policy, trends and analytics. Coordinating with Director of Accounting to assure all Cost Reports are filed timely and properly. Partner with reimbursement clients to assure they are aware of all Medicaid and Medicare reimbursement opportunities. Interface with state healthcare associations to promote sound policy.

Duties and Responsibilities

Reimbursement

- Update and maintain thorough summary documents for each State and Medicare system where CBSI has clients
- Maintain library files for each state Medicaid and federal system,
- Assure Accounting Staff is properly trained in cost report preparation
- Oversee and coordinate review of audit adjustments and Medicaid rates and coordinate necessary appeals.
- Maintain activity tracking for all cost reports, appeals, reviews, etc.
- Interface with state healthcare associations to assure sound reimbursement policy
- Interface with state Medicaid departments regarding reimbursement trends
- Provide training to clients
- Training and ongoing employee support.
- Maintain current knowledge regarding future reform for Medicare and Medicaid Rules & Regulations
- Work with each client to assure they are fully aware of all rate enhance opportunities.
- Review Medicare and Medicaid cost reports.

Other

- Coordinate with new clients and regularly check in with existing clients to assure expectations are met.
- Keep clients and employees informed of all legislature changes and how that affects the Medicaid System in different states.
- Educate clients and employees on how new changes affect the cost reports
- Keep State Reimbursement Outlines up to date
- Estimated rates
- Prepare Rate models
- Cost to Rates
- Collection of all rates
- Analyze and evaluate the effectiveness of processes and procedures in an effort to improve quality and efficiency.
- Participate in the development of new project proposals.
- Represent and promote the company at various business meetings Promote positive relations with clients, partners, vendors, and distributors.
- Recommend policies and procedures to enhance operations.
- Work with company management to develop long range business planning.
- Establish and implement short- and long-range departmental goals, objectives, policies, and operating procedures

Salary Commensurate on qualifications and experience – Email cover letter and resume to: brenda.erickson@billing-services.com