



JOB POSTING FORM

Facility/Organization: Stony Brook Medicine

Position/Title: Revenue Integrity Coordinator-Claims

Work Setting/Organization Type: Acute Care Hospital

Job Function: Patient Accounting

Reports To: Donna Hastings, Associate Director, Revenue Integrity

Location(s): East Setauket, NY

Job Type: Full-Time

Shift: Days

Revenue Integrity Coordinator-Claims

Qualifications

Required:

- Bachelor's Degree with RHIA credential; or Associates Degree in Health Information Technology or equivalent with RHIT credential; or successful completion of a coding program with one of the following credentials: CCS or CCS-P or CPC
- Three years' experience in acute care hospital coding and auditing
- Strong knowledge of ICD-10 CM, HCPCS /CPT 4 coding and use of modifiers
- Familiarity with the NCCI Policy Manual and CCI edits
- Ability to research and understand Medicare LCD's and commercial payer coverage policies.
- Experience with Claims Scrubber Analysis
- Proficient in Microsoft Office applications, including Excel
- AHIMA or AAPC Certified: CCS or CCS-P or CPC

Preferred:

- Master's Degree or professional licensure.
- Experience working with hospital patient accounting systems.
- Experience with acute hospital claims scrubber analysis and edit resolution.
- Experience with charge capture auditing and/or software.
- Knowledge of other governmental and third party payer reimbursement methodologies.

Position Summary

At Stony Brook Medicine the **Revenue Integrity Coordinator- Claims** reviews diagnoses, and surgical procedures of cases identified through the claim scrubber, makes corrections in accordance with established coding and abstracting guidelines. Makes recommendations for changes and improvements to prevent future denial write- offs and improve cash acceleration.

The incumbent will work closely with the Associate Director, Revenue Integrity, and will play a significant role in reviewing/reporting and correcting claims which fail the “bill scrubber” process, with the goal of improving the number of “clean claims” sent out for billing.

Job Description

- Review diagnoses, and surgical procedures of cases identified through the claim scrubber, make corrections in accordance with established coding and abstracting guidelines. Adhering to Medicare LCD / NCD, MUE and commercial payer guidelines
- Assist with implementation and maintenance of a mechanism for communication and resolving coding discrepancies.
- Provide feedback reports for trending and continuous identification of documentation and coding improvement opportunities
- Identify opportunities to improve revenue capture, reduce unnecessary processes, enhance billing compliance and accelerate cash flow
- Improve percentage of “clean claims” sent out to third party payers
- Other duties as assigned

CONTACT INFORMATION: Apply at Stony Brook Medicine’s website [here](#). Click on the advance search option on the right side of the screen and use job number/requisition 2102443. If you have questions please email or call Stony Brook Medicine HR via the contact information below:

Human Resources

Stony Brook University Hospital

31 Research Way, Suite 200

East Setauket, NY 11733

(631) 444-4700 (phone)

(631) 444-4724 (fax)

SBUHHR@StonyBrookMedicine.edu

Special Notes: Resume/CV and cover letter should be included with the online application.

Posting Overview: This position will remain posted until filled or for a maximum of 90 days. An initial review of all applicants will occur two weeks from the posting date. Candidates are advised on the application that for full consideration, applications must be received before the initial review date (which is within two weeks of the posting date).

If within the initial review no candidate was selected to fill the position posted, additional applications will be considered for the posted position; however, the posting will close once a finalist is identified, and at minimal, two weeks after the initial posting date. Please note, that if no candidate were identified and hired within 90 days from initial posting, the posting would close for review, and possibly reposted at a later date.

- Stony Brook Medicine is a smoke free environment. Smoking is strictly prohibited anywhere on campus, including parking lots and outdoor areas on the premises.
- All Hospital positions maybe subject to changes in pass days and shifts as necessary.
- This position may require the wearing of respiratory protection, which may prohibit the wearing of facial hair.
- This function/position maybe designated as “essential.” This means that when the Hospital is faced with an institutional emergency, employees in such positions may be

required to remain at their work location or to report to work to protect, recover, and continue operations at Stony Brook Medicine, Stony Brook University Hospital and related facilities.

Prior to start date, the selected candidate must meet the following requirements:

- Successfully complete pre-employment physical examination and obtain medical clearance from Stony Brook Medicine's Employee Health Services*
- Complete electronic reference check with a minimum of three (3) professional references.
- Successfully complete a 5 panel drug screen*
- Successfully complete a Background Check investigation.
- Provide a copy of any required New York State license(s)/certificate(s).

Failure to comply with any of the above requirements could result in a delayed start date and/or revocation of the employment offer.

****The hiring department will be responsible for any fee incurred for examination.***

Stony Brook University is committed to excellence in diversity and the creation of an inclusive learning, and working environment. All qualified applicants will receive consideration for employment without regard to race, color, national origin, religion, sex, pregnancy, familial status, sexual orientation, gender identity or expression, age, disability, genetic information, veteran status and all other protected classes under federal or state laws.

If you need a disability-related accommodation, please call the University Office of Equity and Access at (631)632-6280.

In accordance with the Title II Crime Awareness and Security Act a copy of our crime statistics can be viewed [here](#).

Visit our [WHY WORK HERE](#) page to learn about the total rewards we offer.