

### Job Description

Job Title: Senior Healthcare Consultant, Interventional Radiology and Cardiology	Date: 12/07/22
Reports to: Director, Professional Services	Type of Position: Full-time
Location: N/A; may work remotely	Travel Required: Up to 10%
Classification: Exempt	

### Job Description

The Senior Healthcare Consultant, Interventional Radiology and Cardiology, including Electrophysiology (EP) serves as an Interventional Radiology, Radiology, and Cardiology (IR/Rad/Card) coding and documentation specialist working within the coding and documentation division for Panacea’s healthcare clients. The primary responsibility of the position is to perform client engagements related to the specialties of interventional radiology, diagnostic/therapeutic radiology, and cardiology including EP.

Other responsibilities include preparation and delivery of live seminars and webcasts, as well as software and product development for our Panacea Consulting and Software divisions.

### Essential Job Functions

- Providing project related services at the technical quality level of EXPERT for all respective Panacea Healthcare Solution’s related to the IR/Rad/Card product lines which include but are not limited to:
  - Utilizing proprietary software to conduct on-site and/or remote line item level radiology / cardiology focused CDM/RIS analysis, coding compliance, and charge capture audits through direct contact with clients.
  - Performing documentation reviews comparing inpatient and outpatient records to previously filed claims; work directly with hospital coding, compliance, and clinical staff to structure a defensible approach to documenting services, coding and charge capture processes.
  - Providing coding, documentation and billing compliance education to various groups such as coders, billers, clinicians, physicians, etc.
  - Presenting findings and recommendations in an educational format at various levels within the healthcare organization.
  - Providing expert coding and documentation advice to retainer clients.
- Collaborating with the sales and marketing team to support client based initiatives, to provide interactive demonstration of proprietary software solutions and to identify additional opportunities.
- Participating in various speaking engagements for associations, groups, etc. as assigned.
- Maintaining knowledge and proficiency in the functionality of software associated with advisory services (e.g. CLAIMSauditor) includes communicating with the Panacea IT support team regarding the need for system updates and enhancements.

### Experience and Education Requirements:

- In-depth technical understanding and advanced knowledge of CPT and ICD-10-CM coding conventions, coding / documentation and billing regulations, as well as reimbursement methods related to commercial insurance, Medicaid, Medicare, medical terminology and human anatomy

- Knowledge of the health insurance process, third-party and medical billing, and a strong background in revenue cycle and hospital operations
- Analytical ability to gather and interpret data, to evaluate reports and track progress and to determine methods for ensuring coding and billing compliance
- Coding credential in health information management or as a coding professional, CPC, CIRCC, and/or RCC preferred.
- Proficient with Microsoft Outlook, Word, Excel, PowerPoint – intermediate skill level or above
- Minimum of 7 years Coding and Documentation experience in Radiology and Cardiology
- Minimum of 3 years of previous consulting experience, preferred
- BA or BS degree in respective specialty area, preferred but not required.

### **Required Skills**

- Excellent verbal, written and interpersonal communication skills
- Excellent customer service skills
- Team oriented personality with a positive work ethic
- Self-motivated individual with strong organizational skills with attention to detail
- Strong time management skills with demonstrated ability to effectively balance multiple projects, prioritize workload, and work within deadlines
- High level of problem-solving capability
- Proven ability to speak in groups and facilitate workgroups and meetings
- Proven ability to execute on project deliverables

NOTE: The above statements are intended to describe the general nature and level of work being performed by people assigned to this description. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.