

Clinical Documentation (Bronx)

Minimum BS degree health care related Either RN, Coder, Foreign Medical Graduate (coding certification/experience) Strong clinical background Working knowledge of DRGs (AP and Medicare) Expert knowledge of auditing inpatient for medical records for appropriate documentation Strong ability to interface with physicians and query for diagnosis clarification Leadership experience a plus Excellent problem solving and critical thinking skills Excellent verbal and written communication Strong computer skills

Care Management Coordinator (Bronx)

RN, 5 years of clinical experience & PRI Assessor # required. This is a part time position for a substitute pool to cover Utilization Mgt. Department. Must possess excellent analytical/problem-solving skills, conflict resolution & negotiation skills. Excellent computer skills/data entry/word processing/electronic massaging & internet access. Excellent verbal, written & interpersonal communication skills, as well as a commitment to interdisciplinary teamwork. Recent adult/medical surgical experience required. Knowledge of federal, state & commercial/third party regulations related to discharge planning & utilization mgt. functions a plus. Bachelor's degree & experience in Case/Utilization Mgt. preferred.

Coding Compliance Analyst (Yonkers)

High school diploma or GED required. Must have at least three years of billing and coding experience, preferably in a hospital setting. Must have coding certificate or be able to obtain one within a year. Working knowledge of ICD-9, CPT, and HCPCS required. Must have strong writing and interpersonal skills and be able to review documentation, understand clinical information, and navigate through medical systems.

Customer Service Liasion (Yonkers) High School Diploma or GED Required. Excellent decision making skills; ability to manage multiple projects /queries; conflict resolution skills; time management; organizational skills; excellent oral/ written communications skills and knowledge; behavior exhibiting highest standards of customer service; personal flexibility to meet the daily business needs; pleasant telephone voice and manner; excellent selling skills and good dictation and acceptable grammar. Incumbent must have or develop a working knowledge of the structure of Montefiore IDS and the services and programs available in the various clinical and non-clinical departments.

Manager Of Utilization & Case Management (Bronx)

Must have strong disease management skills in a managed care environment. Responsible for the direct oversight of disease management staff at CMO. Will develop appropriate workflows to operationalize disease management policies and procedures, audit the work of staff in the disease management area, and act as a liaison to members, IPA providers, and health plans in handling difficult cases.

Manager E Marketing

Responsible for development and execution of on time marketing strategy as well as ongoing supervision of maintenance/continued development of websites. Works with key internal leadership to develop and execute on-line capacities into ongoing business operations.

Medical Management Utilization Analyst (LPN or Social Worker) (Yonkers)

As part of an interdisciplinary, team-based, preventative approach, manages the non-clinical aspects of the post acute and complex case management processes by utilizing information systems to identify members and access care. May also manage operational tasks related to authorization of durable medical equipment by directing the ordering and delivery of supplies and equipment such as prosthetics, high dollar DME, rental renewals, oxygen renewals and medical supplies, as well as negotiating pricing within guidelines. AAS, Bachelors degree in business administration, health care or related field. Prefer

Spanish and English fluency. LPN's with experience in telephonic case management are highly desired. Case management experience required.

M/D FT (Bronx)

Montefiore Medical Center and the Albert Einstein College of Medicine is seeking additional board certified pediatric surgeons to join the fulltime faculty. The Children's Hospital at Montefiore is in the North Bronx, a section of New York City which abuts Westchester County, an easy commute from premium residential areas in Manhattan or the suburbs. The Children's Hospital is the tertiary care center for over 500,000 children. Our sixteen fulltime pediatric emergency physicians see over 60,000 children per year, and there are over 5,000 deliveries each year at the Women's Center. The Division of Pediatric Surgery is based in a five-year-old, state-of-the-art 10-story children's hospital which also houses Einstein's 170 full-time pediatric specialists, anesthesiologists, radiologists and pediatric surgical specialists. The hospital has prestigious residency and fellowship training programs in the surgical and pediatric specialties. The successful candidate will have an opportunity to engage in the entire spectrum of pediatric surgery including neonatal, oncologic, and laparoscopic surgery. We are currently developing a solid organ transplant program. The Montefiore Institute for Minimally Invasive Surgery is on site and available to our faculty to hone their skills and develop advanced techniques. All our faculty participate in clinical research and teaching at both the undergraduate and graduate levels.

Our salary and benefits are competitive with those of other academic institutions. The opportunities to develop a successful career at our institution are unsurpassed.

For further information please contact:

Gerard Weinberg, MD

E-mail: geweinbe@montefiore.org

Telephone: 718-920-7200

Fax: 718-547-2929

Manager Provider Credentialing (Yonkers)

BA required. Responsible for oversight of day-to-day activities in the Department of Credentialing. Will manage the liaison responsibilities between Montefiore Medical Center, Montefiore CMO, and the Montefiore IPAs for the purpose of facilitation and resolution of all provider credentialing issues. Will track and trend provider credentialing information, including all JCAHO/NCQA and NYSDOH required data elements, admission trends, quality issues, and results of Provider Satisfaction Surveys. Will prepare reports to track and monitor the performance of the Credentialing staff.

SR Application Analyst (Yonkers)

Responsible for managing projects, new business development initiatives/implementation and quality and improvement of existing programs and processes. Custom report writing, running of queries and analysis in support of the credentialing and enrollment process. Develop and maintain MS/Access databases. Work with technical support to develop system interfaces and maintain as well as improve the operation of the system. Requires a Bachelor's degree and proficiency in Microsoft Access database design and queries. Strong data analytical skills, expertise in Microsoft Excel formulas, pivot tables and Word required. SQL knowledge a plus. Must be well organized with excellent attention to detail, oral, written and interpersonal skills essential. Healthcare experience a plus.

Social Worker MSW (Bronx)

LMSW or limited permit required. Will work as part of an interdisciplinary team. Will provide a range of direct and indirect services for patients and families, including, but not limited to, the identification of psychosocial problems and their resolutions. Will collaborate with patients, families, and team members to effect safe and timely discharges and treatment plans.

System Support Specialist

Bachelor's Degree required or relevant healthcare and IT work experience (plus certifications). Position requires knowledge of MS Office products, Windows Desktop operating systems, imaging and IT security concepts. Strong organizational and communication skills essential. Will be responsible in carrying out day to day production related activities. Additionally, play a key role in maintaining security for several applications. Assist existing support staff in maintaining user hardware (HP desktops and printers) as

well as laptops (IBM Think Pads and Panasonic).