

Contract Administrator (Yonkers)

College Degree and a minimum of 2 years experience in Health Care or related experience. Revenue/membership reconciliation and analysis; includes working closely with the eligibility and operations areas to correct the CMO eligibility file and assess if claims have been paid in error. Document, then meet on a periodic schedule with Health plans to communicate findings of membership and revenue reconciliations. Data gathering, analysis and reporting. Issue monthly payments for contractual business. Financial Contract compliance issues and resolution. Generate monthly billings and monitor payments. This position is highly visible and will provide critical information and analysis to support significant operational and business decisions for senior management.

Customer Service Liaison (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 IDX and the services and programs available in the various clinical and non-clinical departments.

Clinical SR. HC Business Architect (Yonkers)

Bachelors/RN degree is a minimum. Additional Masters in health care related field is a plus. Solid experience [5 years]in clinical development for Care Management or other healthcare systems, proficiency in clinical documentation and research, excellent knowledge of the health care delivery system and the clinical/epidemiological research methodologies, strong knowledge of Microsoft Office Suite Software (e.g. Excel, Project, Power Point, Visio, Word etc.) and excellent interpersonal skills. Will be the clinical lead for Care Management program/system projects and provide clinical/business expertise as part of the development of care management systems for use by CMO staff in collaboration with EHIT, MIS/CMO and external vendors. This position also provides clinical consultation to Care Management Ops and QA in clinical process improvement/standardization, the development and/or selection of clinical assessments, patient education, care plans, business rules/algorithms and tools. In addition, this position works collaboratively with DA&R and Care Management Ops to establish clinical metrics for performance measurement.

Care Management Analyst (Yonkers)

MSW or LPN and case management experience required

Health Care Business Process (Yonkers)

Bachelors in business or public administration (health care emphasis) or other health care related bachelors degree. Strong knowledge of managed care principles, strong problem solving/analytical skills, excellent data analysis skills, advanced computer skills (MS Excel, Visio, Power Point, and Word) and project/team management experience. Supports the Senior Health Care Business Process Architect and Director of Care Management COE as a project analyst, (e.g. documenting new requirements for systems and reports, interfacing with DAR, EHIT and MIS for Program needs and/or work requests, inputting clinical/other content and rules into NCM systems, evaluating proposed systems modifications for accuracy and usability, updating/maintaining system codes/descriptions to ensure standardization across Programs, and providing overall support to the MM COE team by facilitating quality assurance of Care Management process). For certain MM COE projects, acts as Project Manager for the team.

Manager of Associate Training and Development (Yonkers)

Registered Professional Nurse Licensed in NYS. Bachelor of Science in Health Care Field required, Masters preferred. At least 3 years experience in a case management, preferably in a managed care or hospital environment, CCM a plus. Experience in public speaking and concepts of adult education. Proficiency in MS Word, MS Power Point, Excel and e-learning software. Ability to analyze and interpret departmental training needs. This position is responsible for developing, implementing and maintaining a comprehensive training and development program for Network Care Management associates that focuses on building the knowledge base and skills needed to reach optimal performance within the Network Care Management department. The Manager of Associate Training and Development in conjunction with departmental leadership, will; identify training and development needs based on job descriptions and required competencies, create and update training materials utilizing e-learning software when appropriate, help to create a mentoring program for new associates and a performance management program for ongoing staff development.

Manager of CGP (Yonkers)

Either NP license and current registration; or Physician Assistant license and current registration; or Physician license. Administrative experience including directing and supervising clinical staff. Broad clinical knowledge base. Ability to analyze & present a variety of data to a variety of audiences. Experience with utilization, managed care and hospital finance issues. The Clinical Manager Care Management is responsible for providing administrative input and oversight for processes and activities associated with discharge planning for complex and long stay cases. The Clinical Manager-Care Management works collaboratively with the Care Management Medical Director to assist the primary team along with all members of the interdisciplinary team. The CM's role is to help promote appropriate resource utilization by monitoring clinical care plans, to assess progress toward discharge and by reviewing documentation to ensure that it accurately and completely reflects patients' severity of illness and intensity of service. This Clinical Manager also supports the primary care team and assists them with complex patients with the goal of not only providing proper utilization and efficient care but also the highest quality care that meets Montefiore's highest standards of clinical quality and service excellence.

Manager of Chronic Care (Yonkers) Disease Management

The Manager, Chronic Care Programs is responsible for assist in developing, implementing and monitoring the office-based Chronic Care Program. Assist in designing an operational framework that ensures: (1) optimal program participation and prioritization of at-risk patients, (2) adherence with disease specific treatment guidelines and objectives, and (3) coordination with the CMO Medical Management Clinical Coordinators and other Clinical Programs. Provide coordination and continuity of care. Assists in evaluating program effectiveness on an ongoing basis, assist in implementing process improvement or quality improvement initiatives to maximize outcomes

Manager of Chronic Care (Yonkers) Supervisory Position

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Manager of Clinical Patient Navigation (Bronx)

Current licensure, registration and/or certification in NYS to practice as an RN. Experience in an emergency department setting, and the ability to work in a fast paced and dynamic environment. Ability to establish and maintain priorities while effectively multi-tasking. Managerial experience, as well as experience working with and being part of an interdisciplinary care team. Minimum of 1 year of experience in an environment where Utilization Management or Case Management activities are conducted. Minimum of 3 years of clinical experience. Current experience in the use Windows 95 or greater, MS Word, Excel, Access and Power Point. Excellent interpersonal skills and public presentation skills. Experience in research, program design and development.

Medical Management Clinical Coordinator (Yonkers)

Working with IPA providers, other members of the interdisciplinary care team and CMO medical directors and in accordance with regulatory and benefit coverage parameters, help determine and coordinate comprehensive care plans appropriate to the health care needs of IPA members, including but not limited to, inpatient hospitalization, outpatient services, professional services, home care, durable medical equipment and other ancillary services. Evenings and weekend hours maybe required. NYS licensed RN and current registration, BS Nursing or related field and 5 years of clinical experience or a combination thereof. Minimum of 2 years recent experience of utilization review or case management in a managed care organization. Experience in the use of Med. Mgt/UM computer systems and the application of UM decision support criteria required. Experience in use of windows based software applications and data entry focus required. Excellent interpersonal and communication skills required. Commitment to interdisciplinary teamwork required. Experience in integrating and applying benefit coverage rules and assessing coordination of benefits guidelines and managed care regulation required.

Patient Educator (Yonkers)

BA in human services, social work, or a related field required. Must be fluent in English and Russian, and have at least two years of experience involving community outreach. Will work as part of the Care Guidance team to address biopsychosocial and healthcare needs of Medicare beneficiaries in the Care Guidance program. Will mentor Outreach Specialists and work closely with the Nurse Care Managers to select and deliver appropriate services for program participants. LMSW preferred.

Psychiatrist PT/FT (Bronx)

Montefiore Medical Center and the Albert Einstein College of Medicine is seeking a Psychiatrist to join our House Calls division. In this role you will make house visits to a geriatric patient population in the Bronx. You will be part of a multi disciplinary team, assisting those patients who are not able to visit their physicians. Ideal candidate will have geriatric experience.

Physician FT (Bronx)

Montefiore Medical Center and the Albert Einstein College of Medicine is seeking a physician to join our House Calls division. In this role you will make house visits to a geriatric patient population in the Bronx. You will be part of a multi disciplinary team, assisting those patients who are not able to visit their physicians. Ideal candidate will have geriatric and or internal medicine experience.

Physician Liaison (Yonkers)

Responsible for serving as a liaison between the medical staff, Montefiore Medical Center and Montefiore CMO/IPA for the purpose of facilitation and resolution of all provider services issues and communication to and from providers. Assist in the recruitment of physicians, increase provider/patient market share and track and trend provider information including admission trends. BA/BS and experience in a health care setting (Managed Care preferred).

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.

SR Data Analyst (Yonkers)

Bachelor's degree, two years related experience and/or training or equivalent combination of education and experience. Must be proficient in enterprise wide database management systems (Oracle, SYBASE or MS SQL server) and be fluent with Business Objects, Microsoft Access, Crystal, SQL and relational databases. Will aid in strategic planning and MMC Decision Support via analysis, research, planning, creation and maintenance of data and reports. Will work in conjunction with various clinical, administrative and financial management groups to meet various static, dynamic and interactive data reporting and analysis needs. Previous healthcare experience preferred.

SR Director of BAHN (Yonkers)

RN, MSW, and or Psychologist with a MPH degree 7-10 years post training. Mental Health, and Behavioral health experience as an administrator in an organization 3 or more years. This position is responsible for the oversight, administration, and implementation of the Bronx Accountable Health Network (BAHN) Health Home program across the Montefiore/Einstein integrated delivery system and working with the community based BAHN partners; primary liaison with NYSDOH Health Homes staff responsible for administration of the Health Homes Program; and with designated representatives of Medicaid managed care plans. The Senior Director is accountable for achieving excellence in these areas to create measurable, sustainable high-impact strategic and operational success. The Senior Director will implement a project structure and governance that will be data driven, using both process redesign, and information system design. The position will contribute to meeting the objective goals of the BAHN coalition including improving comprehensive care coordination, improving the patient and family experience, improving quality and safety performance and driving down costs. This position is accountable for ensuring that program activities across the BAHN network are carried out in way that ensures that NYS DOH requirements as well as BAHN partner contract provisions are met.

SR Health Care Business Architect (Yonkers)

Masters degree in Business. Minimum 5 years experience in the management of systems within a health care organization. Project/team management experience. Analyzes complex health care/care management business problems and specifies the functionality of solutions, such as definition of product requirements, e.g. process flows, use cases and reporting requirements to support software/system product selection or development and implementation. Will lead projects and provide business expertise as part of the development of care management systems. Provides consultation with Care Management Ops and QA in business process improvement/standardization and the development of business rules/algorithms, as well as methodologies for performance measurement.