

Coding Educator and Auditor, Department of Medicine
University at Buffalo, The State University of New York

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Posted Dec. 19, 2024, set to expire Aug. 4, 2025

Job Title	Coding Educator and Auditor, Department of Medicine
Department	Medicine
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	Dec. 19, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Classified Staff
Academic Field(s)	Health Services Administrative Support/Services
Job Website	https://www.ubjobs.buffalo.edu/postings/54831

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Job Description

The [Department of Medicine](#) (UBMD Internal Medicine) within the [Jacobs School of Medicine and Biomedical Sciences](#), State University of New York at Buffalo (UB), is seeking applicants for a full-time **Coding Educator and Auditor**.

The Coding educator and auditor (CEA) is responsible for conducting coding and billing/audits and training programs for billing and coding specialists, physicians, and other healthcare professionals. The CEA develops educational materials, including presentations and other training resources.

They are responsible for:

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- Lead training sessions on current billing and coding information to ensure staff is up-to-date on industry standards.
- Organize and participate in coding and reimbursement meetings to address updates, challenges, and improvements.
- Research and analyze updates in coding regulations, ensuring timely communication of changes to physicians and billing staff.
- Work closely with providers, billing teams, and administrative staff to ensure all services, procedures, and tests are accurately documented and coded in the EMR system.
- Provide detailed audit feedback to providers, offering guidance and education based on audit results.
- Perform additional duties as requested by the Director of Revenue Cycle Administration (DRCA), Chief Operating Officer, or other management representatives.

We are committed to a professional environment that is positive, respectful, cohesive and supportive of cultural and individual differences in the service of our clinical and academic goals.

About the University at Buffalo

The University at Buffalo (UB) #ubuffalo is one of America's leading public research universities and a flagship of the State University of New York system, recognized for our excellence and our impact. UB is a premier, research-intensive public university dedicated to academic excellence. Our research, creative activity and people positively impact the world. Like the city we call home, UB is distinguished by a culture of resilient optimism, resourceful thinking and pragmatic dreaming that enables us to reach others every day. Visit our website to learn more about the [University at Buffalo](#).

University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact



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