



## **JOB POSTING FORM**

**Facility/Organization:** Stony Brook University Hospital

**Position/Title:** Coding Educator

**Work Setting/Organization Type:** Academic Medical Center

### **Position Summary**

At Stony Brook Medicine, the Coding Education will develop and provide educational programs as they relate to ICD-10 CM and ICD-10 PCS coding for new and existing staff and collaborate with department management in setting goals related to educational activities for all coders.

### **Duties of a Coding Educator may include the following but are not limited to:**

- Responsible for evaluating, designing, coordinating and delivering comprehensive training and education for new and existing staff.
- Development of ICD-10-CM and ICD-10 PCS education training for new employees.
- Assess and provide feedback to each coder on their work performed.
- Development of reinforcement training for existing staff in collaboration with department management.
- Provide educational sessions to new and existing staff based on results of each coders performance
- Perform coding audits and validation by reviewing medical records for correct ICD-10-CM and ICD-10 PCS coding. Compile and communicate results of the audits to the appropriate managers.
- Prepare training and presentations on various topics, such as the annual ICD-10 and ICD-10 PCS updates, any other coding updates throughout the year including Quarterly Coding Clinic reviews.
- Research updated coding information, rules, laws and statutes for all payers and government entities. Responsible to keep abreast of and hold extensive knowledge of government regulations related to coding and applicable reimbursement laws and regulations required.
- Ensure the Coding Staff has updated resources on an ongoing basis.
- Provide education to the Clinical Documentation Integrity (CDI) staff on a brief History of Coding.
- Provide education to the CDI staff on ICD-10 CM & ICD-10 PCS book contents, organization and how to use the books.
- Provide education to the CDI staff on how to identify Major Comorbidities and Chronic Comorbidities in ICD-10 CM books
- Provide education to the CDI staff on the Inpatient Prospective Payment System.
- Provide education to the CDI staff on the use of Official Coding guidelines by specific chapter.
- Provide education to the CDI staff on DRG Expert reviews. Identify surgical DRG's versus Medicine DRG's.

- Provide education to the CDI staff on the use of all coding software, such as, Access HIM, 3M CRS and References and PwC SMART software.
- Provide education to the CDI staff on coding guidance on an ongoing basis.
- Review and respond to coding questions.
- Work in collaboration with the Patient Financial Services Department on claim corrections.
- Special projects assignments related to coding.
- Code, abstract and data entry of records.
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## Qualifications

**Required Qualifications:** Bachelor's degree in health information management or healthcare related field. At least 8 years of experience with ICD-10 CM and ICD-10 PCS coding. Experience with education, training, compliance and auditing. RHIA, RHIT, and/or CCS certification.

**Preferred Qualifications:** Master's Degree or higher in Health Information Management or another Healthcare related Degree. 10 years or more experience with ICD-10 CM, ICD-10 PCS, CPT & HCPCS coding. Experience with education, training, compliance and auditing. RHIA, RHIT, CCS, CCS-P, or CPC certification.

## CONTACT INFORMATION:

Job Number: 2402172

**Website Link:** [Job Description - Coding Educator \(2402172\) \(taleo.net\)](#)

**Special Notes:** Resume/CV 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.

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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

4 panel drug screen\*Meet Regulatory Requirements for pre employment screenings. 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.**

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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.**

Stony Brook University Hospital, consistent with our shared core values and our intent to achieve excellence, remains dedicated to supporting healthier and more resilient communities, both locally and globally.

**Anticipated Pay Range:**

The starting salary range (or hiring range) for this position has been established as - \$85,000-\$100,000.

The above salary range (or hiring range) represents SBUH's good faith and reasonable estimate of the range of possible compensation at the time of posting.

In addition, all UUP positions have an additional \$3,087 [for location](#).

Your total compensation goes beyond the number in your paycheck. SBUH provides generous leave, health plans, and state pension that add to your bottom line.

Job Number: 2402172

**Official Job Title:** TH Medical Records Senior Specialist

**Job Field:** Finance

**Primary Location:** US-NY-Commack

**Department/Hiring Area:** Revenue Integrity

**Schedule:** Full-time

**Shift:** Day Shift **Shift Hours:** 8:00 AM - 4:30 PM **Pass Days:** Sat, Sun

**Posting Start Date:** Sep 18, 2024

**Posting End Date:** Oct 18, 2024, 11:59:00 PM

**Salary:** \$88,087 - \$103,087 / Total

**Salary Grade:** SL3

**SBU Area:** Stony Brook University Hospital