



ACKERMAN[™]

Cancer Center

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Manager, Revenue Cycle

Jacksonville, FL

Ackerman Cancer Center, located in Jacksonville, is seeking a Revenue Cycle Manager to join our team of highly trained radiation oncologists and medical professionals.

About

Our facilities in Jacksonville and Amelia Island specialize in the most advanced radiation oncology therapies available for all types of cancer. The interdisciplinary team at Ackerman Cancer Center is professional, compassionate, and dedicated to the highest level of care for patients and their families.

Our Board-Certified team includes Radiation Oncologists, Medical Physicists, Medical Dosimetrists, Oncology Nurses, Radiation Therapists, Molecular Imaging Technologists, Oncology Social Workers and an Oncology Certified Dietician.

Our facilities offer advanced treatments such as IMRT, IGRT, SRS, SBRT, VMAT, HDR Brachytherapy and AccuBoost Breast Cancer Radiotherapy. Our technology includes RayStation treatment planning, MOSAIQ EMR, Elekta Linear Accelerators and a MEVION S250 Proton Therapy System.

We also offer comprehensive diagnostic services for the convenience of our patients. These services include: PET/CT, CT, MRI, mammography, ultrasound and bone density scanning.

Job Description

The Manager, Revenue Cycle is responsible for managing all revenue cycle activities, including education, data analysis and audit, health information management, financial reporting and departmental administrative operations. The manager oversees and coordinates insurance collections and Accounts Receivable for the purpose of maximizing reimbursement, achieving A/R targets, minimizing avoidable/controllable write-offs, and accomplishing results as cost-

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Jacksonville | Amelia Island

effectively as possible. Lastly, this position is responsible for overseeing the performance of all divisions of Ackerman Cancer Center and management of physician credentialing for insurance companies.

Major Responsibilities

- Design and ensure execution of revenue cycle initiatives related to improving revenue, improving cash collections, reducing cycle times, and increasing practice efficiencies
- Monitor and improve billing employee productivity and performance
- Work closely with insurance providers to ensure accuracy of contracted rates and negotiate contracts when needed
- Manage and report A/R status and balance all ledgers per the assigned schedule
- Liaise with the accounting consultant as needed
- Oversee Senior Billing Coordinator, Senior Patient Relations Coordinator and transcription personnel
- Oversee the performance of all divisions of Ackerman Cancer Center and maintain credentialing certification for physicians

Requirements

Experience

Required:

- 5+ years of Medical Billing experience
- 3+ years in a supervisory role with demonstrated ability to provide employee performance and skill feedback
- Experience with EMR software
- Proven experience and background in financial analysis and reporting

Preferred: Prior experience working in a Radiation Oncology practice

Education

Required: Bachelor's Degree in Accounting, Business Administration, Healthcare Administration or similar field

Preferred: Master's Degree in related field

Licensure/Credentialing

Required: NA

Preferred: Certification in Radiation Oncology Coding (ROCC)

Pay/Benefits

Ackerman Cancer Center offers pay commensurate with experience and a comprehensive benefits package.

For consideration, please send resume and cover letter to:

employment@ackermanccancer.com

Visit our website: www.AckermanCancerCenter.com