

Job Title: Case Manager

Job Description:

A: Purpose and Scope:

The purpose of this position is to support activities related to Sales and services offered by TRG to their physician and hospital clients. Case Manager will be responsible for pre-certification, prior authorization, appeals, tracking requests, literature fulfillment, document controls, and coordination of department activities and efforts.

B: Responsibilities

- Responsible for filing tracking incoming requests (pre-certification, prior authorization, and appeals) in support of company product(s)
- Develop outstanding external relationships with customers (i.e. payors, HMO, PPO, Regional Medicare Providers), site of care customers (hospital systems, surgeons, ambulatory surgery), and employers
- Assist in the development and delivery of educational updates on reimbursement/coverage systems for the field sales organization
- Assist in the development of sales aids and reimbursement tools
- Incorporate reimbursement, economics, and payor issues and perspectives as part of ongoing account responsibilities and clinical study design process

Job Requirements:

- Basic coding knowledge preferred
- Some clinical background strongly preferred.
- Understanding of physician practice workflows and office functions
- Demonstrated communication skills (written and verbal)
- Good computer skills necessary (Microsoft Office Suite)
- Managed care experience a plus
- 10% Travel required.

A. Education and Training

- BSN/RN required
- Orthopedic industry experience preferred.

B. Technical Requirements

Microsoft Office Suites