# Pathology Coding Specialist

Privately owned pathology lab located in Baton Rouge, Louisiana is seeking applicant proficient in Medical Insurance Billing, Medical Terminology, and Medical Coding specifically in PATHOLOGY.

The Pathology Coding Specialist operates as the front end coding operator and will analyze and abstracts pertinent information from pathology reports. The position will accurately identify and assign ICD-10-CM and company specific test codes that are tied to CPT/HCPCS codes on laboratory order records. As needed, the Coding Specialist will use job aids to select appropriate charges and use manual and on-line resources to research missing data. The Coding Specialist will retrieve database records and correct any errors identified by correspondence. The Coding Specialist will deliver coded documentation to pathology billing staff and ensure accurate, neat, timely, and quality completion of all transactions.

**Role and Responsibilities**

- Accurately code pathology reports with diagnosis and procedure codes
- Adequately follow up on denials to completion
- Assists patients with insurance questions and billing inquires
- Creates billing reports as required
- Works with the rest of the department to ensure timely completion of work
- Assist with other duties as assigned
- Review a variety of pathology reports and code diagnoses and billable charges.
- Proficiently process pathology cases from multiple pathology scenarios and contracts.
- Perform accurate sorting and filing of completed transactions.
- Maintain a daily report of all completed transactions.
- Develop skills and ability to meet production guidelines as set by A/R department policy.
- Must have the ability to stay focused and perform job duties efficiently and accurately.

**Knowledge, Skills and Abilities:**

- Knowledge of ICD-10 and CPT coding guidelines for PATHOLOGY, Coding experience/training background and reimbursement / Medicare guidelines
- Medical terminology; anatomy and physiology
- Excellent oral/written communication skills
- Must be well organized and detail-oriented

**Education and Experience:**

- High School Diploma or GED required
- Certified Professional Coding Designation (CPC) or RHIA or RHIT Certification Preferred

Position is full time with health, dental, vision, and life insurance benefits. 401k is offered after one year of employment with company contribution. Please apply at www.pathgroupla.com

Job Type: Full-time

Salary: DOE

Experience:

- Relevant: 1 year (Preferred)
- Pathology Medical Coding Required: 1 year (Preferred)

Schedule:

- Monday to Friday 8-4:30

*Pathology Group of Louisiana (APMC) is an Equal Opportunity Employer and welcomes applications from **all** qualified individuals. Review of applications will begin immediately and continue until the position is filled.*