

Coding Educator and Auditor University at Buffalo

Direct Link: <https://www.AcademicKeys.com/r?job=254066>

Downloaded On: Jun. 30, 2025 9:28pm

Posted Mar. 7, 2025, set to expire Jul. 3, 2025

Job Title	Coding Educator and Auditor
Department	Department of Medicine
Institution	University at Buffalo Buffalo, New York
Date Posted	Mar. 7, 2025
Application Deadline	12/19/2025
Position Start Date	Available immediately
Job Categories	Professional Staff Lecturer/Instructor
Academic Field(s)	Informatics - All Categories Health Sciences - General
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Job Description

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Coding Educator and Auditor, Department of Medicine

Position Information

Position Title: Coding Educator and Auditor, Department of Medicine

Department: Medicine

Posting Link: <https://www.ubjobs.buffalo.edu/postings/54812>

Job Type:

Coding Educator and Auditor University at Buffalo

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Full-Time

Posting Detail Information

Position Summary

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:

- 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 Americas 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](#).

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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.

Minimum Qualifications

- Associates degree,
- CPC (Certified Professional Coder) certification.
- Minimum of 4-5 years of experience in medical billing or coding.

Preferred Qualifications

- Bachelors Degree.
- Solid understanding of billing processes and experience with electronic health records (EHR) systems.
- In-depth knowledge of policies, procedures, and government regulations related to physician billing, payer processes, guidelines, and compliance standards.

Salary Range

\$60,000 - \$65,000

Special Instructions Summary

All applicants must apply via UB Jobs.

Is a background check required for this posting?

No

Contact Information

Contact's Name: Dory Prouty

Contact's Pronouns:

Contact's Title: Senior Human Resources Generalist

Contact's Email: dc62@buffalo.edu

Contact's Phone: 716-961-9914

Posting Dates

Posted:

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12/19/2024

Deadline for Applicants: Open Until Filled

Date to be filled:

Contact Information

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

Contact

N/A

University at Buffalo

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