Title: Claims Investigator, Medical Professional Liability

Pay Scale Group: 16

Essential Function

Under general supervision from a designated administrator, investigate and evaluate medical professional liability claims against the University of Cincinnati.

Characteristic Duties

- Investigate and evaluate medical professional liability cases against the University.
- Determine problems/irregularities in medical charts, protocols, etc.
- Conduct fact finding interviews with professional staff.
- Prepare reports and recommendations.
- Evaluate potential loss prevention/control procedures to minimize the risk of claims to the University.
- Participate in meetings, depositions, etc.
- Assign work; ensure proper workflow of the unit; act as lead worker.
- Perform related duties based on departmental need.

Minimum Qualifications

- Bachelor’s degree with three (3) years experience; -OR- Associate’s degree with five (5) years experience; -OR- seven (7) years experience. Experience must be in health care.