Title: Clinical Reviewer

Pay Scale Group: 17C

Essential Function

Under general supervision from a designated administrator, serves as an information expert providing extensive clinical information research services and coordination of services in assigned clinical departments.

Characteristic Duties

• Provides an analytical decision about services rendered.

• Performs clinical review of clinical cases (i.e., appeals, assesses court affidavit, retrospective reviews, claims edits, etc.).

• Prepare documentation and reports.

• Performs extensive clinical information research searches of medical literature to aid in the delivery of health care services; identifies relevant material in medical literature for use in providing patient care services.

• Coordinate and participates in development, implementation, promotion and assessment of a liaison program and personalized reference service.

• Ensure job safety requirements and all applicable OSHA safety standards are followed.

• May provide direct supervision to exempt and non-exempt staff (i.e., hiring/firing, performance evaluations, disciplinary action, approve time off, etc.).

• Perform related duties based on departmental need.

Minimum Qualifications

Bachelor’s degree and one (1) year of experience. Current/valid RN license to practice in the state of Ohio. Experience must be related to clinical specialization/study. Some specialists may require certification in corresponding area.

New: July 2013