



Learn more at www.lhicareers.com



1) Analyst, Project Cost- La Crosse, WI

Department Finance

Schedule Full time (30 hours or more per week)

Shift 1st

Hours Monday - Friday 8:00am - 5:00pm

Contact Information

Contact: Jessica Kenney Raupp

Email: jraupp@Logisticshealth.com

Job Details

Job Summary: Perform detailed project analysis of revenue, costs, margins, and trends for multiple contracts in project cost environment. Prepare journal entries and account reconciliations for month end close, analyze and review financial reports, communicate with accounting leadership. Assist in aspects of the development of annual budgets and forecasts. Respond to ad hoc requests for information and analysis. Participate in special projects as needed

- Prepare month end journal entries, account reconciliations, variance analysis, and reporting.
- Prepare analysis of financial metrics and performance measures.
- Prepare and maintain financial reports to clearly communicate actual results, budgets and forecasts, and variances to plan.
- Participate in cross-functional teams to resolve process issues as it relates to provider and workforce costs.
- Assist in the establishment and monitoring of sound accounting practices, internal controls, and procedure documentation.
- Identify and implement process improvements.

Qualifications:

Required:

- Bachelor's Degree in Accounting or Finance
- Minimum of 3 years of related experience in cost accounting, financial analysis, or budgeting/forecasting
- Working knowledge of GAAP and integrated accounting systems
- Must be extremely detail oriented, organized, and have the ability to work under short deadlines
- The ability to work effectively both independently as well as on a team is essential
- Strong verbal and written communication skills are required with the ability to communicate effectively with individuals at all levels of the organization
- Must be goal oriented with strong analytical thinking skills and Excel analysis skills
- Equivalent combination of education, experience and/or applicable military experience will be considered

Preferred:

- National Career Readiness Certificate
- PeopleSoft experience
- Hyperion Planning experience

Extended Deadline: Applications will be accepted until 11:00pm CT on Monday, January 9, 2017.

Please Note: In order to be considered for this position, you must be able to obtain an SF86 Position of Trust which is only available to U.S. Citizens.

2) Clinical Support Coordinator- Remote, La Crosse, WI, Eau Claire, WI

Department
Clinical Operations

Schedule
Part time and Full time

Shift
Variable

Hours
Varies

Job Details

Perform extensive reviews of active military and veteran medical documentation and laboratory / diagnostics findings within the scope of their clinical knowledge. Will actively assist in the management and prioritization of active military and veteran medical assessments to assure the department meets or exceeds contractual requirements.

Complete database generated tasks and data entry of medical information into external customer databases. Assist with writing and maintaining documents for the department to include departmental policy, work instructions, standard operating procedures and reference materials. Communicate with a diverse group of people/disciplines while serving as a point of contact for internal and external entities. Manage and prioritize task work volume to meet or exceed contractual requirements.

JOB QUALIFICATIONS

Required:

- Vocational or Technical Training/Education in a Medical related field such as Medical Assistant, LPN, EMT, or completion of the Clinical Upskilling course
- Equivalent combination of education, experience and/or applicable military experience will be considered
- Knowledge of healthcare documentation and medical, behavioral, psychological terminology
- Requires the use of standard office equipment to include scanner, copier, fax machine, and printer
- Proficient computer skills including Microsoft Office programs
- Must possess excellent written, verbal and interpersonal communication skills, as well as multi-tasking and teamwork skills
- Ability to perform detailed work with a high degree of accuracy
- Must be able to implement problem solving skills to facilitate timely completion of examination reviews for a wide range of medical concerns

Preferred:

- Familiarity with a variety of military and veteran health and readiness assessments
- National Career Readiness Certificate
- Database experience a plus

Please Note: In order to be considered for this position, you must receive favorable adjudication of a NACI level background investigation by the Office of Personnel Management. In order to submit for a NACI level background investigation you have to have been born in the U.S. or be a naturalized citizen (a foreign national who now has U.S. citizenship)

3) Computer Technician- La Crosse, WI

Department
Information Technology

Shift
1st

Hours
8:00 am-4:30pm with rotating on-call

Job Details

Job Summary: Responsible for managing, maintaining, repairing, testing and shipping equipment inventory used for on-site events. Troubleshoot and provide phone support for providers at on-site events regarding equipment problems and issues. Assist Helpdesk with inventory maintenance, hardware and software support, workstation and peripheral equipment moves and installations, and end-user support.

Qualifications: Associate's Degree in an IT related field--(preferably Network Specialist or Computer Support Tech) combined with 2 years experience providing desktop support. Equivalent combination of education, experience and/or applicable military experience will be considered. Must have knowledge of Windows based computer systems; technical knowledge of hardware, software and peripheral; mechanical aptitude and knowledge to troubleshoot physical computer issues. Experience with Microsoft back office products preferred.

National Career Readiness Certificate preferred.

Please Note: This position will support LHI's performance of a United States (U.S.) Government contract and will require the successful applicant to access and/or process Non Critical Sensitive information (Personally Identifiable Information [PII]/Protected Health Information [PHI]) from or contained in a U.S. Government IT system. To fulfill the data and IT system access requirements for this position, the successful applicant will be required to successfully complete a Trustworthy Determination, which will require the successful applicant to: 1) be a U.S. citizen 2) pass a National Agency Check with law enforcement in order to obtain the access privileges required by the position and 3) pass a Credit Check in order to obtain the access privileges required by the position.

Applications will be accepted until 11:00 pm CT on January 5th, 2017.

Please Note: In order to be considered for this position, you must be able to obtain an SF86 Position of Trust which is only available to U.S. Citizens.

4) Coordinator, Credentialing- La Crosse, WI

Department
Credentialing
Shift

1st
Hours

Monday - Friday, 8:00am - 5:00pm
Contact Information

Contact: Jessica Kenney Raupp
Email: jraupp@Logisticshealth.com
Job Details

Job Summary: Build and maintain a successful working relationship between LHI and network practitioner to ensure a stable practitioner network. Facilitate successful activation and maintenance of practitioner by performing:

initial credentialing, ongoing monitoring and recredentialing process of all required network practitioners in accordance with industry standards. Communicate daily with outsourced vendors, healthcare facility point of contacts/professionals, as well as internal staff to maintain a detailed and compliant practitioner file credentialing system for various Company contracts. As part of the Credentialing Team, ensure the practitioner network meets or exceeds quality, contract, and credentialing expectations to foster continued quality improvement and risk management efforts.

Qualifications: Associate's Degree in Health Information Technology, Business or other related field (health care emphasis preferred) combined with a minimum of 1 year credentialing or related healthcare experience required. Equivalent combination of education, experience and/or applicable military experience will be considered.

Qualified candidates must possess the following: knowledge of healthcare terminology; electronic file/database management experience; proficient computer skills with Microsoft Office Suite and database experience; ability to perform detailed work with a high degree of accuracy; strong analytical thinking, multi-tasking, organizational and time management skills; excellent verbal and written communication skills with individuals at all levels of an organization; ability to work independently as well as with a team; must be able to problem solve and propose solutions in a fast paced environment and the ability to demonstrate an appropriate level of assertiveness in performing work responsibilities under extreme deadlines.

Familiarity with NCQA credentialing standards and knowledge of practitioner credentialing and primary source verification of medical/dental licensure preferred. Certified Provider Credentialing Specialist (CPCS) through the National Association Medical Staff Services a plus.

National Career Readiness Certificate preferred.

Update: Extended deadline - Applications will be accepted until 11:00pm CT Tuesday, January 3, 2017

5) Coordinator, Practitioner Recruitment- La Crosse, WI

Department

Provider Network Management

Shift

1st

Hours

Monday - Friday 8:00am - 5:00pm

Contact Information

Contact: Jessica Kenney Raupp

Email: jraupp@Logisticshealth.com

Job Details

Recruit practitioners to perform services through subcontractors of LHI's network for LHI initiatives. Create, build, and maintain a geographically accessible, stable, and quality network that achieves compliance and requested service fulfillment. Analyze, qualify, and screen practitioner candidates. Communicate daily with subcontracted healthcare professionals and administrative staff as well as internal departments. Maintain practitioner files, enter data into customized computer systems, and analyze and report on provider network needs and maintenance.

- Recruit practitioners utilizing existing network practitioners, subcontracted provider agencies, web searches and online job posting resources, cold calling, and referencing databases in order to identify candidates.

- Screen potential candidates for necessary qualifications and determine if candidates skill set meets LHI's business needs.
- Educate candidates on role requirements to ensure collaborative agreement and understanding of services.
- Assess and resolve practitioner and market/recruitment needs and concerns.
- Assist with all steps of the required onboarding process for each initiative as well as maintenance of the Practitioner Network to include inactivating and temporarily inactivating practitioners based on business need.
- Analyze applicable reports and identify all Healthcare Practitioners needing onboarding assistance.

JOB QUALIFICATIONS

Required:

- Bachelor's Degree in Business, Marketing and Communications or healthcare related field
- 1 year related experience (provider relations, network management, customer service or negotiations)
- Previous experience utilizing financial models and analysis in negotiating rate structures
- Equivalent combination of education, experience and/or applicable military experience will be considered
- Knowledge of principles and processes for providing customer service required.
- Must have knowledge of support procedures in a business environment, such as word processing, managing files and record keeping, other office procedures and terminologies
- Excellent verbal and written communication skills and the ability to influence and communicate through use of interpersonal means with a diverse group of people/disciplines
- Must be able to work in a fast paced, dynamic environment, flexible and adaptable to changing situations and demonstrate an appropriate level of assertiveness in performing work responsibilities and in making work related decisions
- Ability to perform detailed work with a high degree of accuracy; strong analytical thinking; multi-tasking, organizational and time management skills
- Must be able to prioritize tasks with minimal direction and work independently and as part of a team
- Intermediate computer skills including Microsoft Office programs

Preferred:

- Subcontracting experience
- Healthcare Practitioner recruiting experience
- Database experience/education
- National Career Readiness Certificate

Update: Applications will be accepted until positions are filled. There are multiple positions available for this posting.

Please note: this position will be responsible for duties under the VBA contract.

6) Front Line Representative- La Crosse, WI

Department
Customer Service

Shift
1st

Hours
Monday - Friday 9:00a-6:00p V-or 1:00p-10:00p

Job Details
Multiple Openings- Training begins January 9, 2017

Reports to: Alisha Crawley

Monday - Friday 9:00 am - 6:00 pm with variable day off - Saturdays 7:00 am- 3:00 pm or

Monday - Friday - 1:00 pm - 10:00 pm

Job Summary:

- Receive inbound calls, determine the caller's needs, and direct to appropriate area for further assistance.
- Place outbound calls to providers to schedule medical and dental appointments within customer availability and contract guidelines, as dictated by business needs.
- Maintain constant awareness of service level and queue status in order to meet contractual requirements.

Qualifications:

Required:

- High School Diploma or equivalent with 1 year of customer service experience
- Intermediate keyboarding and computer skills including Microsoft Office
- Proficient verbal and written communication and active listening skills
- Proficient telephone etiquette and interpersonal skills
- Ability to maintain service mentality while adhering to company protocol
- Analytical ability and attention to detail
- Good judgment, problem solving, and decision making skills
- Ability to incorporate changes into schedule and workflow and build on knowledge base

Equivalent combination of education, experience and/or applicable military experience will be considered.

Preferred:

- National Career Readiness Certificate
- Prior military or call center experience

Please Note: In order to be considered for this position, you must be able to obtain an SF86 Position of Trust which is only available to U.S. Citizens.

7) Market Manager - Provider Network Management (PNM)- La Crosse, WI

Department

Provider Network Management

Shift

1st

Hours

Monday - Friday 8:00am - 5:00 pm

Contact Information

Contact: Jessica Kenney Raupp

Email: jraupp@Logisticshealth.com

Job Details

Primary Responsibilities:

- Develop and maintain solid customer relationships while building rapport and lasting provider/practitioner relationships based on personal and professional trust. Manage urgent market needs and shift priorities per contract and location by working within all levels of multiple organizations in order to utilize/maximize resources and capabilities to effectively support customer needs.
- Create, manage and oversee new or unique service delivery models to meet contract requirements as well as a variety of fee schedules and agreements of varied provider network solutions. Successfully transition these solutions into operations by working closely with the necessary departments. Manage escalated issues.
- Locate, contract, staff and maintain fixed facilities to meet customer needs. Establish and coordinate ancillary services which are not available in fixed facilities or mobile solutions and deploy mobile solutions when necessary. Travel within authorized budget in support of market and customer needs.
- Provide oversight of block scheduling Specialists, Contracting Specialists and Relations Specialists in their assigned regions. Coordinate with appropriate departments to ensure orders are available from customers for their assigned markets, allowing maximization of provider resources and profitability of fixed locations.

Qualifications

Required:

- Bachelor's Degree in Business or other related field
- Minimum of 2 years negotiating and contracting experience; 3 years preferred
- Equivalent combination of education, experience and/or applicable military experience will be considered
- Skilled in Account Management Process and Call Planning
- Understanding of Contract and Order Acquisition Process
- Proficiency with Microsoft Office programs
- Must be able to be customer focused with strong listening skills
- Ability to influence and negotiate through use of verbal, written and interpersonal means with a diverse group of people/disciplines at all levels of an organization
- Able to map and understand buying processes in complex organizations
- Able to apply creative thinking to source appropriate solutions to problems
- Ability to work in a fast-paced environment, be flexible and able to adapt to changing situations.
- Ability to demonstrate an appropriate level of assertiveness in performing work responsibilities and in making work related decisions

- Understanding the customer in order to conduct appropriate communications and representation

Preferred:

- National Career Readiness Certificate
- Medical, dental or healthcare insurance experience

Please note: There are multiple available positions. These positions will be responsible for duties under the VBA contract.

Update: Applications will be accepted until positions are filled

8) Medical Service Coordinator - Customer Service- La Crosse, WI

Department
Customer Service
Shift

1st
Hours

Monday - Friday 9:00am-6:00pm Variable Saturday
Contact Information

Contact: Ronda Corzatt
Email: rcorzatt@logisticshealth.com
Job Details

Medical Service Coordinator/Customer Service Department

Tier 1

Position reports to: Alisha Crawley

Monday - Friday 9:00 am - 6:00 pm with variable day off - Saturdays 7:00 am- 3:00 pm or

Monday - Friday - 1:00 pm - 10:00 pm

Multiple openings - to start January 16, 2017

Job Summary:

Serves internal/external customers with regard to medical and dental readiness in a high-volume, dynamic call center while representing LHI in a courteous and professional manner. Receives inbound and places outbound calls in order to schedule a variety of specific medical and dental services in accordance with the customer's availability and contract guidelines.

Qualifications:

High School Diploma or equivalent combined with a minimum of 2 years customer service experience or applicable military experience required. Prior military or call center experience a plus. Qualified candidates will possess excellent verbal, written and interpersonal communication skills, exceptional telephone etiquette and experience using Microsoft Office programs. Ability to move expediently through multiple applications while communicating with customers on the phone required. Database experience/education preferred.

Equivalent combination of education, experience and/or applicable military experience will be considered.

National Career Readiness Certificate preferred.

Please Note: In order to be considered for this position, you must be able to obtain an SF86 Position of Trust which is only available to U.S. Citizens.

9) Records Mgmt Specialist I- La Crosse and Eau Claire, WI

Department
Data Control
Schedule

Full time and Part time
Shift: Variable

Hours: Variable

Contact: Ronda Corzatt
Email: rcorzatt@logisticshealth.com
Job Details

Job Summary: Responsible for processing all incoming medical and/or dental service documentation according to contract requirements and customer specifications. Receive and thoroughly review documentation for errors, identify missing components and complete data entry. Ensure program policies and customer designated guidelines are adhered to while processing the documentation under time-sensitive deadlines.

Qualifications: High school diploma or equivalent required, post high school education preferred. A minimum of 1 year of related work experience required. Equivalent combination of education, experience and/or applicable military experience will be considered. Intermediate computer skills including Microsoft Office programs and electronic file/database management experience required. Strong keyboarding skills required. Data entry and customer service experience preferred. Experience with medical or dental documentation and terminology preferred. Medical or dental transcription experience preferred. Applicable military experience will be considered.

Must possess the ability to perform detailed work with a high degree of accuracy; strong analytical thinking, multi-tasking, organizational and time management skills; excellent verbal and written communication skills; ability to work independently as well as with a team; and must be able to problem solve and propose solutions in a fast paced environment. Must also demonstrate an appropriate level of assertiveness in performing work responsibilities and willingness to work special projects as directed. National Career Readiness Certificate preferred.

Please Note: In order to be considered for this position, you must receive favorable adjudication of a NACI level background investigation by the Office of Personnel Management. In order to submit for a NACI level background investigation you have to have been born in the U.S. or be a naturalized citizen (a foreign national who now has U.S. citizenship).

Please Note: In order to be considered for this position, you must be able to obtain an SF86 Position of Trust which is only available to U.S. Citizens.

10) RN, Clinical Review – Eau Claire, La Crosse, WI

Department
Clinical Operations

Schedule
Full time (30 hours or more per week)

Shift
Variable

Hours
Varies

Job Details

Job Summary: Evaluate and provide a clear, comprehensive and concise review of VA Disability Exams. Identify emergent behavioral health issues and initiate intervention when necessary. Evaluate and determine if behavioral health documentation meets contractual requirements for compensation and benefit rating purposes.

- Evaluate and process medical information to determine outcomes for disability exams
- Ensure documentation on Disability Benefits Questionnaires meet customer requirements
- Create clear, comprehensive, and concise retrieval letters to external practitioners as needed
- Complete department tasks to process medical documentation
- Prepare documents for internal medical team review
- Remain up to date with contract requirements

Required Qualifications:

- Graduate of an accredited Associate's Degree in Nursing (ADN) or Bachelor's Degree in Nursing (BSN) program
- Current license or able to obtain RN licensure in the state of Wisconsin or a compact state
- Proficient computer skills in Microsoft Office and database experience
- Must possess excellent verbal and written communication skills
- Effective interpersonal, communication and problem solving skills
- Knowledge of standard concepts, practices, and procedures within the field
- Analytical thinking and team work skills
- Ability to perform detailed work with a high degree of accuracy

Preferred Qualifications:

- 1 year clinical experience, preferably in a medical/surgical environment
- VA and/or military experience a plus
- Familiarity with government forms and documentation
- Understanding of regulatory standards and their application to various medical examinations and documents
- National Career Readiness Certificate

This position requires satisfactory completion and results of LHI's credentialing and/or licensure monitoring process.

11) Senior Project Manager- La Crosse, WI

Department

Project Management

Schedule

Full time (30 hours or more per week)

Shift

1st

Hours

Monday - Friday, 8:00am - 5:00pm

Contact Information

Contact: Jessica Kenney Raupp

Email: jraupp@Logisticshealth.com

Job Details

Job Summary: Responsible for the leadership of projects that are cross functional and have a high degree of complexity. The Senior Project Manager together with the PMO Department Manager is directly responsible for delivery of assigned projects within acceptable timeframes and quality standards. Position may also be responsible for multiple projects running concurrently and is expected to:

- Skillfully manage all phases of the project per the Project Management Lifecycle: Initiation, Planning, Execution, Monitoring and Controlling, and Close-out
- Construct a Work Breakdown Structure for a project; demonstrate proficiency in using project management software tools
- Provide periodic status reports to management regarding the project
- Negotiate with IT and Operational Department Managers for project resources

Qualifications: Bachelor's Degree in Computer Science, IT, Engineering or other related field combined with a minimum of 5 years Project Management experience in a corporate environment with 2 years demonstrated leadership experience required. The following experience is also required: Demonstrated facilitation and project management experience for complex technical projects; experience with large scale technology implementation projects including custom software development and/or third party software integrations and experience with development and reporting of project costs, and project financial analysis. Equivalent combination of education, experience and/or applicable military experience will be considered.

Qualified candidates must possess the following: Demonstrated advanced project management skills in all areas of the Project Management Body of Knowledge: Integration, Scope, Time, Cost, Quality, Human Resource, Communications, Risk, and Procurement; broad understanding of PM stages: Initiation, Planning, Execution/Control, and Close-out; ability to use that understanding to develop tools and processes applicable to the organization; must have strong grasp of the technical fundamentals of software development and be able to work within complicated IT systems to plan projects; proficient Microsoft Software Suite skills, including Project and Visio; manage all relationships necessary for a successful project team; ability to negotiate and communicate across the company; ability to lead large implementation efforts using project methodologies at an organizational level; strong interpersonal skills including the ability to present, persuade and provide professional presentation materials to both large and small groups; excellent verbal and written communication skills required including the ability to communicate effectively with both internal and external customers; strong time management skills and sound judgment and must be detail-oriented and well organized.

Preferred qualifications: Project Management Professional (PMP) certification; National Career Readiness Certificate; Military or Government contract project experience.

Extended deadline: Applications will be accepted until 11:00pm CT on Monday, January 9, 2017.

Please Note: In order to be considered for this position, you must be able to obtain an SF86 Position of Trust which is only available to U.S. Citizens.

12) Software Developer II- Bensenville, IL

Department

Information Technology

Schedule

Full time (40 hours or more per week)

Shift

1st

Hours

Monday - Friday 8:00am - 5:00pm

Contact Information

Contact: Janelle Bertelsen

Job Details

Develop and maintain windows, web and web services based business software applications, systems, components and database objects using Microsoft .NET technologies based on requirements and specifications to support LHI's business operations.

- Develop software programs and components using VB.NET, ASP.NET, SQL and other software development tools and technologies per assigned tasks
- Debug, test, and troubleshoot written software programs and components
- Participate in maintenance and support of LHI's software applications by assisting Help Desk Technicians, Infrastructure staff, Database Administrators, Business Analysts and Senior Developers in troubleshooting and resolving software problems
- Utilize complex .NET methodology to support meeting customer expectations, resulting in delivery of a timely and high quality product
- Collaborate closely with Business Analysts on Business Intelligence requirements
- Study and research trends and new/improving/changing technologies regarding .NET development, programming standards, application architecture, business processes, and functional areas for application
- Adapt to new programming languages, methodologies, platforms and frameworks to support the needs of LHI's software projects
- Adhere to Agile software development methodology

JOB QUALIFICATIONS

Required:

- Bachelor's or Associate's Degree in Computer Science, Information Technology, Computer Engineering or related field
- Minimum 2 year experience with full software development life-cycle

- Minimum 1 year software development experience with .NET technologies in a professional environment
- Equivalent combination of education, experience and/or applicable military experience will be considered
- Working knowledge of Visual Studio, VB.NET/C#, .NET Framework, ASP.NET, ADO.NET
- Experience with Team Foundation Server or similar source control programs
- Working knowledge of T-SQL queries and GUI design standards
- Strong technical skills including good understanding of software development methodologies and principles and complex coding
- Ability to perform assigned software development tasks using established standards and procedures with minimal supervision
- Demonstrated ability to build effective relationships across different components and functional areas of the business in order to support the needs of LHI's software projects
- Understanding of business domain and knowledge of framework; solid understanding of object oriented programming concepts
- Working knowledge of Microsoft Office Suite products
- Proven analytical and problem solving skills
- Ability to meet scheduled task requirements within assigned deadlines

Preferred:

- Strong knowledge of SQL Server and relational database modeling concepts
- Working experience with n-tier .NET SQL database application architectures
- Experience with Web and Web/WCF Services
- Experience with AngularJS, Bootstrap, MVC, Web API applications
- Relevant Microsoft Certifications
- National Career Readiness Certificate

Applications will be accepted until position is filled.

Please Note: In order to be considered for this position, you must be able to obtain an SF86 Position of Trust which is only available to U.S. Citizens.

13) Specialist, Claims Resolution- La Crosse, WI

Department
Account Services

Schedule
Full time (30 hours or more per week)

Shift
1st

Hours
Monday - Friday 8:00 am - 5:00 pm or 7:00 am- 4:00 pm

Job Details
JOB SUMMARY

Assess and coordinate claims inquiries for a very diverse population of members of the World Trade Center (WTC) Health Program Nationwide Provider Network throughout the United States. Educate and inform members of program coverage and limitations for claims within contract requirements. Use critical thinking, research and problem solving skills to navigate through the complexities of a member's health certification and their respective medical claims while maintaining coverage within the program guidelines.

- Maintain an ongoing responsibility for assigned claims inquiries which entails assessment, education and coordination for members/health care providers throughout the United States via telephone while keeping a detailed record within the internal database. Establish and maintain positive relationships with members, providers and our claims contractor.
- Manage inbound and outbound calls from providers and members to resolve claims issues.
- Request and manage medical records to help determine potential program coverage and communicate results to the members.
- Completion of system generated tasks, including documenting all results as required.
- Prepare comprehensive reviews and summaries for claim appeals.
- Point of contact for internal departments to answer questions relative to member claims.
- Work with internal department to request code additions or other avenues to resolve issues in the program where appropriate
- Understand the claim lifecycle and ensure that claims are resolved through the entire process.
- Work with the leadership team to resolve issues as needed
- Able to handle emotionally charged phone calls and ability to deliver unfavorable claim outcomes
- Ability to communicate complex program criteria into easily understood summaries in both oral and written communication.
- Validation of claim coverage in relation to program guidelines
- Complete activities and reporting as required by the fraud, waste and abuse plan.

JOB QUALIFICATIONS

Required:

- Associate's Degree in Business Administration or related field
- Minimum of three years of claims processing or similar experience
- Equivalent combination of education, experience and/or applicable military experience will be considered.
- Proficient computer skills with Microsoft Office Suite experience
- Ability to work independently as well as on a team
- Excellent verbal and written communication skills including strong telephone etiquette and interpersonal skills with individuals at all levels of an organization
- Demonstrated ability to adapt to performing a variety of duties, changing from one task to another of a different nature, without a loss of efficiency or composure
- Must be able to implement critical thinking and decision making skills in order to identify appropriate care/treatment plans for a wide range of members from low to high complexity
- Must have the ability to take initiative and be detail-orientated in a goal-orientated environment.

Preferred:

- Medical Coding, Registered Health Information Technician (RHIT) or equivalent
- Medical call center experience or medical related experience in a corporate/business setting
- Knowledge of ICD and CPT coding
- Certified Medical Reimbursement Specialist CMRS exam completion
- National Career Readiness Certificate

Applications will be accepted until 11:00pm CST on Friday, December 30, 2016

14) Specialist, Provider Network Contracting- La Crosse, Eau Claire, WI

Department

Provider Network Management

Shift

1st

Hours

Monday - Friday 8:00am - 5:00pm

Contact Information

Contact: Jessica Kenney Raupp

Email: jraupp@Logisticshealth.com

Job Details

Job Summary: Build and maintain a successful working relationship between LHI and network providers to ensure a geographically competitive, broad access and stable network. Routinely negotiate cost effective fees, confirm service capability, respond to provider inquiries, and educate providers on contract expectations, processes and paperwork. Support implementation of strategies relating to the development and management of the provider network. Comprehend detailed knowledge of contracts in order to translate subcontractor and fee agreements to the providers. Must be able to routinely evaluate and negotiate contracts in compliance with company contract templates, reimbursement standards, and other key process controls, while maintaining network composition that includes an appropriate distribution of provider specialties.

Qualifications: Bachelors Degree in Business, Marketing and Communications or healthcare related field combined with a minimum of 1 year related experience (provider relations, network management, customer service and/or negotiations) required. Two years experience preferred. Previous experience utilizing financial models and analysis in negotiating rate structures required. Medical, dental, or healthcare insurance experience preferred. Equivalent combination of education, experience and/or applicable military experience will be considered.

Qualified candidates will have knowledge of negotiating rates and managing subcontractor relationships while using strong customer service skills. The ability to influence and negotiate through use of excellent verbal, written and interpersonal means with a diverse group of people/disciplines at all levels of an organization is required.

Candidates must be able to speak clearly and concisely while conveying complex or technical information in a manner that others can understand, as well as ability to understand and interpret complex information from others. Must be able to work independently in a fast-paced environment, while being flexible and adaptable to changing situations. The ability to demonstrate an appropriate level of assertiveness in performing work responsibilities and in making work related decisions is required.

Must have proficient experience with Microsoft Office programs, Adobe or equivalent. Database experience/education a plus.

Medical or dental knowledge preferred along with a basic knowledge of Medicare reimbursement methodologies, i.e. Resource Based Relative Value System (RBRVS). National Career Readiness Certificate also preferred.

Occasional travel (10%) required.

Update: Applications will be accepted until positions are filled. There are multiple positions available for this posting.

Unless otherwise instructed, applicants must apply for each position they would like to be considered for. If you need assistance determining which postings you have applied for, please email humancapital@logisticshealth.com.

Please note: this position will be responsible for duties under the VBA contract.

There are 8 upcoming positions available. Anticipated start date for all 8 positions is between February 6th and March 27th, 2017.

15) SQL Database Administrator- La Crosse, WI and Bensenville, IL

Department

Information Technology

Schedule

Full time (30 hours or more per week)

Shift

1st

Hours

Monday-Friday

Job Details

Job Summary: Design, implement and maintain database architectures and strategies to ensure performance, availability, integrity and security of company databases. Monitor and improve database performance and capacity utilization to provide high database availability and redundancy. Plan and execute future expansion requirements including the installation and testing of DBMS upgrades and patches when needed. Deploy security measures to safeguard all internal databases.

Qualifications: Bachelor's Degree in Computer Science or other related field combined with a minimum of 6 years experience as a SQL Server Database Administrator in an enterprise environment. Qualified candidates must possess proven experience in design, analysis, development, enhancement, automation, tuning and optimizing databases for high availability, performance and security. Equivalent combination of education, experience and/or applicable military experience will be considered.

Experience in the administration and support of MS SQL Server Management Studio (SQL 2005/2008 preferred) in production, testing and development environments required. Extensive operational experience implementing and maintaining multiple relational databases including backup and recovery procedures, replication and clustering also required.

Excellent written and verbal communication skills required with the ability to communicate effectively to a diverse group of IT professionals. Candidates must possess strong analytical, organizational and time management skills as well as the ability to take initiative in a goal-oriented environment to meet tight deadlines.

Experience with T-SQL as well as development of SQL scripts, stored procedures, functions and views is required. Experience in the support of database access from .NET based windows, web and web services applications in a multi-tier environment is highly desired. Experience with other MS SQL products such as Reporting Services, Analysis Services, Integration Services is preferred. Familiarity with Visual Studio 2005/2008 as well as experience with Windows 2003/2008 is ideal. Experience with managing and maintaining SharePoint platforms is desired.

Related Microsoft Certifications are a plus. National Career Readiness Certificate preferred.

Please Note: This position will support LHI's performance of a United States (U.S.) Government contract and will require the successful applicant to access and/or process Non Critical Sensitive information (Personally Identifiable Information [PII]/Protected Health Information [PHI]) from or contained in a U.S. Government IT system. To fulfill the data and IT system access requirements for this position, the successful applicant will be required to successfully complete a Trustworthy Determination, which will require the successful applicant to: 1) be a U.S. citizen 2) pass a National Agency Check with law enforcement in order to obtain the access privileges required by the position and 3) pass a Credit Check in order to obtain the access privileges required by the position.

This position is open in Bensenville, IL & La Crosse, WI.

Please Note: In order to be considered for this position, you must be able to obtain an SF86 Position of Trust which is only available to U.S. Citizens.

16) Sr. Specialist, Provider Network Management

Department

Provider Network Management

Schedule

Full time (30 hours or more per week)

Shift

1st

Hours

Monday - Friday, 8:00am - 5:00pm

Contact Information

Contact: Jessica Kenney Raupp

Email: jraupp@Logisticshealth.com

Job Details

Job Summary:

- Works closely with a cross-functional team of stakeholders specifically Geographical PNM Teams, LHI Operations, and Program Management to implement functional strategies to serve network needs.
- Identify and address gaps and opportunities within assigned functions. Apply knowledge of current solution to create consistency in solution design processes.

- Participate in meetings as needed to serve as a subject matter expert on functions, process and/or services within the scope of responsibilities.
- Recognize needs that current functional capabilities do not meet, and make recommendations to the business on how to adapt appropriately.
- Translate customer requirements, high-level value propositions, or highly customized service designs into standard, repeatable offerings.
- Build strong working relationships across LHI to assist in the successful outcomes for functional area.
- Demonstrate strong documentation and project leadership skills.

Required Qualifications:

- Bachelor's degree in Management Information Systems or related field
- 3+ years' experience in product management/ operations management
- Equivalent combination of education, experience and/or applicable military experience will be considered
- Strong customer service skills
- Excellent verbal and written communication skills
- Ability to speak clearly and concisely, conveying complex or technical information in a manner that others can understand, as well as ability to understand and interpret complex information from others, including but not limited to reimbursement policy standards
- Strong interpersonal skills, establishing rapport and working well with others

Preferred Qualifications:

- Experience writing useable, effective product requirements for users
- Outcome-oriented analytical thinker - can interpret data and draw meaningful conclusions that benefit constituents and drive decisions
- Demonstrated ability to manage and prioritize deliverables
- Experience in user-centered design and design aesthetics
- National Career Readiness Certificate

Applications will be accepted until 11:00pm CT on Wednesday, January 4, 2017.

17) VA Relations Specialist- La Crosse, Eau Claire, WI

Department
Provider Network Management
Shift

1st
Hours

Monday - Friday 8:00am - 5:00 pm
Contact Information

Contact: Jessica Kenney Raupp
Email: jraupp@Logisticshealth.com
Job Details

Job Summary: Maintain a successful working relationship between LHI and network providers through working with many varied clinical delivery systems. Being able to understand and identify the best alignment of appointment requirements to clinical times available within the varied clinical delivery systems. Communicate with internal and external customers to ensure the most efficient use of time to accomplish department goals and contract requirements.

Qualifications: Bachelor's Degree in Business, Marketing and Communications or healthcare related field combined with a minimum of 1 year related experience (provider relations, network management, customer service, negotiations, account services and/or account management) required. Two years experience preferred. Medical, dental, or healthcare insurance experience also preferred. Equivalent combination of education, experience and/or applicable military experience will be considered.

Qualified candidates will have knowledge of negotiating rates and managing subcontractor relationships, to include the ability to effectively manage provider accounts resulting in provider retention. Must be able to develop strong professional relationships while demonstrating a clear understanding of complex business structures. The ability to influence and negotiate through use of strong verbal, written and interpersonal means with a diverse group of people/disciplines at all levels of an organization is required.

Candidates must be able to speak clearly and concisely while conveying complex or technical information in a manner that others can understand, as well as ability to understand and interpret complex information from others. Must be able to work independently in a fast-paced environment, while being flexible and adaptable to changing situations. The ability to demonstrate an appropriate level of assertiveness in performing work responsibilities and in making work related decisions is required. Must have demonstrated the ability to effectively plan, prioritize and problem solve while utilizing strong customer service skill sets.

Must have proficient experience with Microsoft Office programs, Adobe or equivalent. Database experience/education a plus.

National Career Readiness Certificate preferred.

Applications will be accepted until positions are filled. There are 11 upcoming positions available. Anticipated start date for all 11 positions is between February 6th and March 27th, 2017.