**Title: Medical Coder - Level I**

**Job Summary**

This professional will apply ICD-10-CM coding guidelines – for inpatient, outpatient, and physician settings – and related Official Coding Clinic.

**Supervisory Responsibilities**

This job has no supervisory responsibilities.

**Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

* Minimum Highschool diploma or equivalent.

**O**ne of the following Certifications

* Registered Health Information Administrator (RHIA) or;
* Registered Health Information Technician (RHIT) or;
* Certified Coding Specialist (CCS) or;
* Certified Professional Coder (CPC)

Experience

* A minimum of one (1) year experience (non-internship) in coding general acute hospital (inpatient and outpatient), multi-specialty physician office by applying ICD-10-CM coding guidelines – for inpatient, outpatient, and physician settings – and related Official Coding Clinic.

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**Work Location and Environment**

100% Remote

PHI/PII Requirement: Yes. The Candidate is required to maintain data security while working in remote workplace.

**Travel Requirements**

None