



Pre-Authorization Case Specialist (Based: West Coast)

JOB OPENING

The Prior or Pre-Authorization Case Specialist functions in an administrative role to obtain prior authorizations before procedures are performed and to follow-up on all cases assigned. This position must maintain patient confidentiality and adhere to HIPAA guidelines and regulations. If you have pre-authorization experience and are looking for a new opportunity to join a growing, innovation medtech company, start your application with ImpediMed today!

ImpediMed's Company Vision: *Leave no patient untested who could benefit from our technology.*

We look for candidates who embody **ImpediMed's Core Values:** Integrity, Accountability, Collaboration, Respect, Quality, and Compliance.

ABOUT IMPEDIMED

ImpediMed is a medical technology SaaS company that uses bioimpedance spectroscopy (BIS) technology to generate powerful data to maximize patient health.

Based in Brisbane, Australia with its principal office located in Carlsbad, CA, USA and a European office in Thessaloniki, Greece, ImpediMed is the world leader in the design and manufacture of medical devices employing bioimpedance spectroscopy (BIS) technologies for use in the non-invasive clinical assessment and monitoring of tissue composition and fluid status. ImpediMed Limited is a public company listed on the Australian Stock Exchange (ASX: IPD).

ImpediMed devices are currently used in both the clinical and research settings with future applications being developed for home use. ImpediMed has over 20 years of clinical experience supporting healthcare professionals in the assessment of secondary unilateral lymphedema of the limbs. ImpediMed's devices are used in a variety of settings to aid surgeons, oncologists, therapists, and radiation oncologists. Our research devices are thought of as a gold standard measurement system for non-invasive fluid and body composition measurement, used in both animals and human research.

We were the first company to receive FDA clearance in the U.S. to aid healthcare professionals to clinically assess unilateral lymphoedema of the arm and leg in women and the leg in men, for our L-Dex® U400 device. ImpediMed's products are unique in the field of BIS which is the gold standard in bioimpedance. They scan the full frequency range from 3kHz to 1000kHz taking readings from 256 unique points. In BIS, ImpediMed has developed devices which are the most accurate and clinically useful in this field. ImpediMed is respected in the BIS field for the strong scientific foundation of its approach to BIS with over 400 peer-reviewed journal articles. ImpediMed's products are designed and manufactured to an ISO 13485 Medical Devices Quality System.

The company is advancing the state of the art in BIS technology with our new product platform called SOZO®. Only SOZO® by ImpediMed uses proprietary bioimpedance spectroscopy technology to gather and retain thousands of unique data points related to fluid status and tissue analysis, then applies indication-specific algorithms to produce accurate, detailed and actionable results in only 20 seconds. SOZO® identifies opportunities for early interventions that may prevent certain conditions and slow or reverse the progression of others, resulting in better health and quality of life. A single, powerful SOZO® reading allows individualized, proactive care across multiple specialties for improved clinical and economic outcomes. SOZO® is the world's first interactive health monitor to use ImpediMed's patented bioimpedance spectroscopy (BIS) technology to monitor a person's fluid status and tissue analysis.

ImpediMed produces a family of FDA cleared and CE Marked medical devices, including SOZO®, sold in select markets globally. For more information, see our website at www.impedimed.com.

ImpediMed's management team includes executives who have international experience in successfully introducing innovative medical products to global markets. The organization is dynamic and professional and has been built from the



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ground up with a strong team of enthusiastic and dedicated senior managers, researchers, and employees. The company is on a dramatic growth path with the strong demand for its unique product offerings and offers exciting career opportunities.

POSITION SUMMARY

The Pre-Authorization Specialist is responsible for performing proficient benefit verifications, pre-service and post-claim assistance, including internal and external appeals, reporting metrics, and interacting with multi-stakeholders including but not limited to facilities, physician representatives, sales representatives, and patients. The high-volume case load must be done accurately and within a specified time-frame.

PRIMARY DUTIES & RESPONSIBILITIES

(Essential Functions of the Position) Include but are not limited to the following. Other duties may be assigned.

- Obtains prior authorizations for all services related to patient care in a timely and accurate manner.
- Navigates the health plan pre-authorization and post-claim appeal process.
- Performs benefits verifications.
- Demonstrates ability to communicate in a warm, helpful, and effective manner to all key stakeholders.
- Tracks and monitors engagement/project outcomes, delivering qualitative and quantitative results for the Company.
- Supports evaluation of new technologies and intellectual property.
- Gives high priority to customer satisfaction and delivers excellent customer service.
- Documents case status, actions, and outcomes in database management system.
- Communicates and builds relationships with facilities and sales account managers in regard to all case inquiries.
- Identifies and notifies internal departments of relevant information received.
- Maintains all current metric standards.
- Tracks and monitors engagement/project outcomes, delivering qualitative and quantitative results of the Company.

QUALIFICATIONS GUIDELINES Typical Knowledge, Skills, & Abilities:

- Ability to work with and safely handle all PHI and ePHI information per HIPAA regulations and requirements.
- Strong organizational, interpersonal, and communication skills.
- Must have strong project management skills.
- Must have strong analytical and prioritization skills with the ability to manage several projects simultaneously.
- Must be able to perform under pressure and in a very dynamic environment.
- Must have a high degree of initiative, motivation, and passion for the business.
- Must be able to work with and take direction from all levels of management.
- Must have ability to understand complex disease states and technical product information.
- Must be able to perform in a diverse, cross-functional remote team environment.

MINIMUM EDUCATION and/or EXPERIENCE

- High School Diploma or equivalency.
- Minimum 1-year Insurance Pre-Authorization Reimbursement experience required.
- Experience working with various payers including, Medicare, Medicaid, Private Payer, and/or Workers Compensation as it relates to medical procedures, services, and devices.
- Ability to accurately document and verbalize problems.
- Experience building effective relationships with internal and external customers.
- Experience in medical terminology, accounts receivable, insurance collections or billing in the medical or healthcare industry.



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WORK ENVIRONMENT & PHYSICAL REQUIREMENTS

- Travel: This position is a remote position. Business travel, including overnight, estimated at up to 5%. Valid driver's licence required.
- Physical Demand: Light physical effort. For example, standing, bending, or stooping for extended periods, operating light office equipment, e.g., personal computer, copier etc. The employee must be able to occasionally lift and/or move up to 10 pounds of equipment.
- Mental Demand: Moderate to high degree of concentration due to volume, complexity, and/or "pressure" of work.

BENEFITS

- Full healthcare benefits include: Medical PPO/HMO/HSA Plan Choices, Dental Plan, Vision Plan; 401(k) with employer match for full-time employees once vested in plan.
- Basic Life, AD&D, STD/LTD, Employee Assistance Program (EAP)

TO APPLY

- Please email your resume to employment@impedimed.com subject line reading: Pre-Authorization Case Specialist

ImpediMed is an Equal Opportunity/Affirmative Action Employer