

Business Associate-Emergency Department - Mount Sinai Morningside - Part Time Evening

[Apply Now](#)

Company: Mount Sinai Health System

Location: United States

Category: healthcare-practitioners-and-technical

Job Description

Description

Provides clerical support for clinical and ancillary staff in delivering quality patient care. Creates In-Patient admissions as required. Discharges all patients verifying insurance and demographics.

Responsibilities

Registers patients in a timely manner (within 10 minutes) collecting and updating demographic and insurance information

Registers patients being admitted on computer system

Prepares appropriate identification band, lab requisition slips, labels and forms as needed

Begins Central Log entry for all patients registered; Completes the central log assuring all fields are complete

Completes Medicare Payor Questionnaire for all Medicare patients

Collects visit fees and insurance co-payments

Applies disposition and treatment code and discharge information in the Patient Registration

log

Makes appropriate copies of complete chart and stores in dedicated locations

Disburses chart once reviewed for completeness

Updates and maintains On-Call Board and logs

Completes and processes DER/DOA packets

Logs and prepares all telegrams/mailing for Operations Manager

Calls appropriate transportation and support services as requested

Issues clinic appointments as noted on the patient charts and reviews with patient

Gives patients their prescription and discharge portion of the chart

Gives attending physician walk out charts for review twice daily

Qualifications

Education requirements:

High School Graduate or GED

Experience requirements:

2 years of Ambulatory Care clerical experience or equivalent

Collective bargaining unit: SEIU 1199-MSSL

SEIU 1199 at Mount Sinai St. Luke's, 9034 - Emergency Department Business Associates - STL,
Mount Sinai St. Luke's

Employer Description

Strength Through Diversity

The Mount Sinai Health System believes that diversity, equity, and inclusion are key drivers for excellence. We share a common devotion to delivering exceptional patient care. When you join us, you become a part of Mount Sinai's unrivaled record of achievement, education, and advancement as we revolutionize medicine together. We invite you to participate actively as a part of the Mount Sinai Health System team by:

Using a lens of equity in all aspects of patient care delivery, education, and research to promote policies and practices to allow opportunities for all to thrive and reach their potential.

Serving as a role model confronting racist, sexist, or other inappropriate actions by speaking up, challenging exclusionary organizational practices, and standing side-by-side in support of colleagues who experience discrimination.

Inspiring and fostering an environment of anti-racist behaviors among and between departments and co-workers.

We work hard to acquire and retain the best people and to create an inclusive, welcoming and nurturing work environment where all feel they are valued, belong and are able to professional advance. We share the belief that all employees, regardless of job title or expertise contribute to the patient experience and quality of patient care.

Explore more about this opportunity and how you can help us write a new chapter in our history!

“About the Mount Sinai Health System:

Mount Sinai Health System is one of the largest academic medical systems in the New York metro area, with more than 43,000 employees working across eight hospitals, more than 400 outpatient practices, more than 300 labs, a school of nursing, and a leading school of medicine and graduate education. Mount Sinai advances health for all people, everywhere, by taking on the most complex health care challenges of our time — discovering and applying new scientific learning and knowledge; developing safer, more effective treatments; educating the next generation of medical leaders and innovators; and supporting local communities by delivering high-quality care to all who need it. Through the integration of its hospitals, labs, and schools, Mount Sinai offers comprehensive health care solutions from birth through geriatrics, leveraging innovative approaches such as artificial intelligence and informatics while keeping patients’ medical and emotional needs at the center of all treatment. The Health System includes approximately 7,400 primary and specialty care physicians; 13 joint-venture outpatient surgery centers throughout the five boroughs of New York City, Westchester, Long Island, and Florida; and more than 30 affiliated community health centers. We are consistently ranked by U.S. News & World Report’s Best Hospitals, receiving high Honor Roll status, and are highly ranked: No. 1 in Geriatrics and top 20 in

Cardiology/Heart Surgery, Diabetes/Endocrinology, Gastroenterology/GI Surgery, Neurology/Neurosurgery, Orthopedics, Pulmonology/Lung Surgery, Rehabilitation, and Urology. New York Eye and Ear Infirmary of Mount Sinai is ranked No. 12 in Ophthalmology. U.S. News & World Report's "Best Children's Hospitals" ranks Mount Sinai Kravis Children's Hospital among the country's best in several pediatric specialties. The Icahn School of Medicine at Mount Sinai is ranked No. 14 nationwide in National Institutes of Health funding and in the 99th percentile in research dollars per investigator according to the Association of American Medical Colleges. Newsweek's "The World's Best Smart Hospitals" ranks The Mount Sinai Hospital as No. 1 in New York and in the top five globally, and Mount Sinai Morningside in the top 20 globally.

The Mount Sinai Health System is an equal opportunity employer. We comply with applicable Federal civil rights laws and does not discriminate, exclude, or treat people differently on the basis of race, color, national origin, age, religion, disability, sex, sexual orientation, gender identity, or gender expression. We are passionately committed to addressing racism and its effects on our faculty, staff, students, trainees, patients, visitors, and the communities we serve. Our goal is for Mount Sinai to become an anti-racist health care and learning institution that intentionally addresses structural racism."

EOE Minorities/Women/Disabled/Veterans

Compensation

The Mount Sinai Health System (MSHS) provides a salary range to comply with the New York City Law on Salary Transparency in Job Advertisements. The salary range for the role is \$26.4828 - \$29.0907 Hourly. Actual salaries depend on a variety of factors, including experience, education, and hospital need. The salary range or contractual rate listed does not include bonuses/incentive, differential pay or other forms of compensation or benefits.

[**Apply Now**](#)

Cross References and Citations:

1. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [PolicejobsJobs United States Policejobs](#)

2. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [Istanbuljobs Jobs United States Istanbuljobs](#)

3. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [Nodejobs Jobs United States Nodejobs](#)

4. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [Socialmediajobopportunities Jobs United States](#)

[Socialmediajobopportunities](#)

5. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [HybridjobsJobs United States Hybridjobs](#)

6. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [Ophthalmologistjobs Jobs United States Ophthalmologistjobs](#)

7. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [BuenosairesjobsJobs United States Buenosairesjobs](#)

8. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [Seattlejobsearch Jobs United States Seattlejobsearch](#)

9. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [Newyorkcityjobs Jobs United States Newyorkcityjobs](#)

10. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [Findengineeringjobs Jobs United States Findengineeringjobs](#)

11. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [Sqljobs Jobs United States Sqljobs](#)

12. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [Highestpayingjobs Jobs United States Highestpayingjobs](#)

13. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [Tutorjobs Jobs United States Tutorjobs](#)

14. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [Developerjobs Jobs United States Developerjobs](#)

15. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [TheflexiblejobsJobs United States Theflexiblejobs](#)

16. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening [HungaryjobsJobs United States Hungaryjobs](#)

17. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening Thecareerjobs Jobs United States Thecareerjobs ↗

18. Business Associate-Emergency Department - Mount Sinai Morningside - Part

Time Evening Free-job-alerts Jobs United States Free-job-alerts ↗

19. Business associate-emergency department - mount sinai morningside - part time evening Jobs United states ↗

20. AMP Version of Business associate-emergency department - mount sinai morningside - part time evening ↗

21. Business associate-emergency department - mount sinai morningside - part time evening United states Jobs ↗

22. Business associate-emergency department - mount sinai morningside - part time evening Jobs United states ↗

23. Business associate-emergency department - mount sinai morningside - part time evening Job Search ↗

24. Business associate-emergency department - mount sinai morningside - part time evening Search ↗

25. Business associate-emergency department - mount sinai morningside - part time evening Find Jobs ↗

Source: <https://us.expertini.com/jobs/job/business-associate-emergency-department-mount-si-united-states-mount-sinai-health-s-018d3c1dff/>

Generated on: 2024-05-02 by Expertini.Com