

**St. Luke's Hospital & Health Network
Director, Patient Billing Services**

St. Luke's Hospital & Health Network is expanding! We are currently recruiting for several positions in our growing Finance department. Our Anderson campus, the Nation's Newest Hospital, is opening November, 2011.

Based in the Lehigh Valley area region of Eastern PA, we are seeking an experienced professional for the newly created position, Director, Patient Billing Services.

The Director, Patient Billing Services (req. 10359) position is responsible for directing all day to day components of Accounts Receivables (AR) management for network operations including billing and follow up, cashiering, credit and collections, customer service and mailroom. Responsible for the implementation of effective processes for continuous management of AR in order to maximize financial outcomes through optimal cash flow and reimbursement. Works closely with the systems' group for the selection, implementation and maintenance of all applications. Position requires a Bachelor's or Associate's Degree in Accounting or related field with a minimum of seven years experience in revenue cycle functions/business office management in a health care setting. Thorough knowledge and application of electronic claims process for all major carriers and intermediaries.

Please apply online at <http://www.slhn.org>. Click on "Jobs". You will be asked to complete an online profile and apply to the position(s) that you are qualified for. No third parties or agencies, please. Equal Opportunity Employer

November 2011