



## Financial Navigator

Moab Regional Hospital is seeking a Financial Navigator to join our team. This position is designed to educate and guide patients through the financial side of healthcare. The Financial Navigator is an advocate for patients and helps insured and uninsured patients alike identify appropriate financial options both prior to and after services have been provided and consistent with MRH policies. This role will assist patients, providers, and hospital staff with any and all billing, pricing and payment questions. The right candidate for this position is naturally curious, compassionate, an excellent communicator and creative problem-solver, and enjoys translating complex systems into easy-to-understand language. This is a full-time, M-F 8:30 to 5:00, year-round, benefitted position.

**MISSION:** Our dedicated team puts the patient first, delivers quality cost-effective healthcare and promotes wellness to all we serve.

**VISION:** From patient care to community wellness, we serve as your portal to health.

### What makes Moab Regional Hospital a great place to work?

- Year Round Employment
- Job Security
- Predictable Schedules
- Collaborative and Supportive Workplace
- Professional Growth Opportunities
- Full benefits: Insurance, Retirement, Ongoing Education, and more

Our people make the difference. We promote from within and support our staff as they build careers in healthcare and related fields. Our administration, medical staff, and non-clinical staff work closely together to foster a fast-paced work environment and a positive work-life balance. With reliable schedules and year-round employment, you can enjoy steady work and still have time to enjoy all that the Moab area has to offer.

### Minimum Qualifications

- 1 - 3 years hospital, medical, or insurance administrative or office experience. Prior experience with insurance benefits verification, preferred.
- Demonstrated problem solving and critical thinking skills, including basic mathematics.
- High level of comfort with Microsoft Office Suite and technology in general (copiers, fax machines, printers, computers, etc.). Prior experience with billing software, preferred.
- Able to successfully work with a team and also high level of comfort working independently.
- Excellent customer service and communication skills, including oral, written, and listening skills. English/Spanish bilingual, preferred.
- Proven ability to communicate complex ideas in easy-to-understand and audience-appropriate language.
- Able to communicate sensitive information professionally and maintain confidentiality at all times.
- Emotionally mature and calm; able to handle stressful situations calmly and professionally.
- Reliable and timely with work schedule.

This job description is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to the job.

Moab Regional Hospital is proud to be a Drug Free Workplace and EOE.

### How to Apply

- Submit resume or MRH application (located on website) to [jobs@mrhmoab.org](mailto:jobs@mrhmoab.org).
- Position closes May 20, 2019 at 08:00.

All positions subject to close without notice. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, and/or protected veteran status.