

Medical Records Manager

Job Description

- Monitors daily operations of Health Centers Medical Records Department.
- Oversees Medical Records policies and procedures compliance.
- Coordinates and monitors health information costs.

ABOUT US

Since 1973 North County Health Services' continues its mission to "improve the health status of our diverse communities by providing quality healthcare that is comprehensive, affordable, and culturally sensitive." We pride ourselves on our effective corporate management, solid base of financial operations, comprehensive scope of services, and in the diversity and quality of our staff.

North County Health Services strives to provide an environment that employees enjoy and can demonstrate their knowledge and commitment to patient – customer service. This is evidenced by the recognition and awards that North County Health Services has received.

2003 – Certification of Recognition for Best Overall Work-Life Policies

2003 – Finalist Workplace Excellence (nominated by employees)

2001 – Finalist Workplace Excellence (nominated by employees)

1999 – Best Overall Work-Life Policies for Organizations with 50-500 Employees

North County Health Services recognizes that its success is based on its employees.

North County Health Services recognizes employees in numerous ways, including: Super Star, Employee of the Year, newsletter profiles, and anniversary recognition.

Requirements

- Bachelor's degree,
- RHIT Certified preferred.
- Bilingual (English/Spanish) preferred.
- Minimum of 2 years Medical Records supervisory experience in large health center setting.
- Supervising multiple locations a plus.

Contact

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