

EA NO: FSM-065-22
OPENING DATE: 7/18/2022
CLOSING DATE: 8/18/2022

EXAMINATION ANNOUNCEMENT



Office of Personnel Administration
FSM National Government

It is the policy of the FSM Government that qualified FSM citizens is given first priority for employment consideration; with other Micronesians and U.S. citizens utilized in positions for which no qualified FSM citizens are available.

POSITION AND SALRY:

Medical Claim Examiner (Supervisor)
PL-36/1
\$597.57 B/W + \$40.00 Cola (\$634.57 B/W)

This is the minimum rate at step one of the grade. Higher rates may be authorized in case of hard-to-fill positions where it is appropriate to the qualification of the appointee.

LOCATION:

MiCare Health Insurance Plan
FSM National Government
Kolonia, Pohnpei FM 96941

DUTIES (ILLUSTRATIVE ONLY):

Provide daily support to utilization staff on claim managing and filing activities; ensure that utilization team follows state regulations and standard operating procedures; assist utilization personnel in coverage investigation, liability analysis and settlement negotiation; develop best practices to optimize claim processing quality; evaluate professional skills of utilization staff and provide appropriate claim assignments to them; resolve coverage issues and approve coverage denials; perform claim negotiation and confirm settlement amount; document claim assessment and filing activities accurately; oversee medical, insurance and legal aspects of assigned claims; interact with Chairman, Attorneys, Polices and other public to achieve claim settlement; assist in hiring and training new candidates in their job responsibilities; monitor individual performance and ensure it meets expected quality and performance objectives; develop professional development plans for employees to improve performance efficiency; assist in employee performance evaluation, promotion, retention and termination activities; review and process in-patient and out-patient claims of private hospital and clinics; performs other duties as assigned.

QUALIFICATION REQUIREMENTS:

Graduation from accredited college or university with a Bachelor Degree in business administration and health service administration or related field plus three (3) years of work experience in health insurance or medical claim examiner.

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