

Medical Consultant Job Posting

Job Title:	Medical Consultant
Department:	Nova Scotia Medicare Programs
Competition:	84148
Internal/External:	Internal/ External
Employment	External Consultant – Part Time (21.75 hours per week)
Location:	Dartmouth, Nova Scotia
Salary:	Competitive Compensation
Reports To:	Team Leader, NS Medicare Programs
Closing Date:	March 20, 2022

Role Summary:

We are currently accepting applications for a part time external Medical Consultant to join the Medicare Programs team. The successful candidate will work with the Medicare Programs team and will be responsible for providing professional medical guidance in support of the MSI assessment and audit functions. The Medical Consultant will provide the medical link between paying agency and providers. In collaboration with the Medicare Programs team, they also will advise the key stakeholders of Medavie Blue Cross and the Department of Health and Wellness of Nova Scotia on pre-payment of claims, including the development of policies and procedures.

As an External Medical Consultant, your key responsibilities will include:

- Providing direction and guidance to the Claims Assessment team regarding claims adjudication and payment.
- Reviewing requests for pre-authorization of in-province physician services; out-of-province/country physician services or hospitalization and retroactive payment of out-of-province/country physician services or hospitalization claims.
- Ensuring all administrative processes are followed for out-of-province/country referrals for addiction and mental health services.
- Providing or assisting in the first level of appeals for citizen/provider complaints regarding issues of medical insurability, medical necessity and treatment not normally insured as well as provider appeals regarding claims payment.
- Support the development of the annual audit plan, procedures to enhance pre and post payment monitoring operations, and the development of risk analysis strategies to utilize departmental resources efficiently.
- Providing assistance to the Department of Health and Wellness Medical Consultant to support medical policy, medical tariff development and activities related to claims assessment.
- Participate in various Department of Health and Wellness meetings as required.
- Resolve issues and maintain productive, professional relationships with medical provider community and Department of Health and Wellness; inform providers through MSI Physician Bulletin publications of changing audit policies, administrative procedures and billing issues.
- Responding to enquiries from patients, physicians, Doctors NS, Nova Scotia College of Physicians and Surgeons, Medical Directors and the Department of Health and Wellness with respect to individual patient claims and the insurability of specific services for an individual according to Department of Health and Wellness policy.
- Conduct fee for service and shadow billing audits in collaboration with the Medicare Auditors.
- Support the evaluation of select alternative funding contracts; includes interviews with providers and other parties.
- Maintain confidentiality, respecting both patients and provider matters.

As the ideal candidate, you possess the following qualifications:

Education: University degree with a Doctor of Medicine with an active medical license in good standing in the current jurisdiction, an active member with the Canadian Medical Protective Association and eligibility for licensure with the College of Physicians and Surgeons of Nova Scotia.

Work Experience: 10 to 15 years' experience as a physician in a range of practice settings. Specialist training and administrative experience would be an asset. Computer Skills: General computer knowledge,

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Communication Skills: Excellent written and verbal communication skills are fundamental to the position. Strong interpersonal skills and the ability to build relationships, mentor and support providers and resolve conflicts.

You also demonstrate the following core competencies:

Knowledge: Uses knowledge and industry best practices to provide guidance and/or advice to leaders and coworkers on key issues in own area of expertise. Demonstrates a specialized knowledge of all processes, policies and precedents to do the job and solve day to day issues independently.

Analytical Thinking: Uses knowledge and experience to solve a variety of routine and complex technical problems. Identifies the cause of problems and implements the most appropriate solution.

Communication: Able to communicate complex information effectively through both oral and written means. Demonstrates the full range of effective verbal communication skills in a variety of settings such as formal meetings, presentations, and any one on one situation.

Customer Orientation: Independently processes many unusual and demanding customer requests. Maintains library/database/network of all customer information and materials to meet both routine and complex customer needs.

Execution and Organization Skills: Exceptional organizational and time-management skills. Able to prioritize work within in a changing work environment under the pressure of deadlines.

Team Work: Provides professional advice and direction to team members and leads work processes and proactively searches for ways to improve team effectiveness and performance.

If you are interested in working with a team of professionals in a challenging role and you possess the necessary qualifications, please follow the instructions for applying online via the Medavie Blue Cross Corporate website by clicking on the link below.

[Apply Now](#)

We would like to thank all candidates for expressing interest. Please note only those selected for interviews will be contacted.

Medavie Blue Cross is an equal opportunity employer.