

Job Title/Position: *OASIS Review Specialist*

Reports to: *QAPI Manager*

JOB DESCRIPTION SUMMARY

The OASIS Review Specialist is responsible for analyzing data integrity and consistency of OASIS documentation and assessment processes. This position will ensure appropriate ICD-10 coding and sequencing and will work with clinical staff to clarify documentation and data integrity issues.

ESSENTIAL JOB FUNCTIONS/RESPONSIBILITIES

1. Prospectively reviews all OASIS assessments to ensure appropriateness, completeness, and compliance with federal and state regulations and organization policy.
2. Utilizes OASIS variation or alert reports when reviewing OASIS data.
3. Ensures appropriate ICD-10 coding and sequencing as it relates to the patient's medical condition, including any co-morbidities.
4. Consults with appropriate clinical staff to clarify any data integrity issues and works with clinician to make appropriate corrections per organization policy.
5. Reviews visit utilization for appropriateness of care guidelines and patient condition; reports potential financial losses and/or underutilization to the clinical manager/designee.
6. Notifies organization leadership of problematic trends as a result of OASIS review.
7. Works with managers to address trends that affect the agency's outcome and process measures noted during OASIS review.
8. Makes OASIS inter-rater reliability visits with clinical staff.
9. Participates in Quality Improvement and Corporate Compliance activities as assigned.
10. Assists with other chart audit activities as assigned.
11. Maintains professional and technical knowledge by attending educational workshops and reviewing professional publications.

The above statements are only meant to be a representative summary of the major duties and responsibilities performed by incumbents of this job. The incumbents may be requested to perform job related tasks other than those stated in this description.

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POSITION QUALIFICATIONS

1. One (1) to two (2) years of clinical home health experience required.
2. Working knowledge of OASIS and ICD-10 coding. OASIS certification preferred; OASIS Home Health ICD-10 coding certification preferred.
3. Knowledge of federal regulations and state licensure requirements.
4. Working knowledge of computer systems.
5. Possess and maintains current CPR certification.
6. Licensed driver with automobile that is in good working order and insured in accordance with organization requirements.
7. Excellent coordination and communication skills.
8. Detail oriented and able to work with minimal supervision.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee regularly is required to stand, walk, sit, use hand to finger, handle or feel objects, tools, or controls; and reach with hands and arms.

The employee frequently lifts and/or moves up to 10 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Employee Signature

Date