

Alico Healthcare

<https://alicohealthcare.com/job/revenue-cycle-execution-specialist-denials-appeals-2/>

Patient Access Readiness Specialist

Hiring organization
Alico Healthcare

Description

About the Role:

Clean claims start at the front end. While our automation handles standard eligibility checks, Alico relies on our Readiness Specialists to resolve complex pre-service roadblocks before a claim ever hits the payer. This role is dedicated to hardening patient access workflows to reduce downstream rework and A/R delays.

Employment Type
Part-time

Industry
Healthcare RCM Operations

Responsibilities

What You Will Do:

- Manage pre-registration exception queues, including complex eligibility gaps and Coordination of Benefits (COB) resolution.
- Track authorization readiness, remediate missing or expired authorizations, and ensure medical necessity documentation is attached.
- Maintain strict handoff ownership between pre-service, clinical teams, and the business office.
- Identify systemic intake errors and provide feedback to eliminate recurring front-end fallout.

Job Location
Remote work from: Boston, MA

Working Hours
8:00 – A.M – 2:00 P.M

Qualifications

Who We Are Looking For:

- 2+ years of hospital or multi-specialty experience in Patient Access, Intake, or Pre-Certification.
- Expertise in payer coordination of benefits and navigating complex authorization requirements.
- Someone who understands that rigorous front-end discipline is the only way to protect downstream revenue.

Base Salary
\$ 17 - \$ 20

Date posted
February 24, 2026

Valid through
31.05.2026

Job Benefits

Location: Remote (Strictly limited to MA, FL, CT or NC residents)

Schedule: Part-Time (30 hours/week)