



Patient Services Representative

Training Recruitment Event | Wednesday, August 16 at 5:30 p.m.

For Central and South Medical Group Regions: Positions are located at various practice sites throughout the state including in Mercer, Middlesex, Somerset, Monmouth and Ocean Counties. More details will be discussed at the information session.

Join Zoom Meeting

<https://rwjbh-org.zoom.us/j/93475524929?pwd=VzhpcThTRjIDMOVJcEk4eDQ1eDFNZz09>

Meeting ID: 934 7552 4929 | **Passcode:** 644203

Join us to learn more about job opportunities at RWJBarnabas Health for Patient Services Representatives!

Patient Services Representatives (PSR) work with practice physicians, manager and support staff to ensure patient satisfaction and efficient operations. PSRs prepare for patient visits, triage practice calls, schedules patient appointments, and performs routine clerical tasks. The PSR acts as a practice ambassador contributing to overall patient experience, safety and privacy. Essential functions include performing patient check-in and check-out functions; answering routine questions in person and over the phone; performing basic clerical functions; creating and maintaining health record information; and coordinating with insurance providers and handling pre-authorizations/certifications as necessary. **There are no requirements but previous healthcare experience is a plus.**

To apply for the Patient Services Representatives position, **scan the QR code** or visit <https://pm.healthcaresource.com/cs/rwjbarnabashealth/#/job/75019>.



About Careers at RWJBarnabas Health

RWJBarnabas Health is the largest and most comprehensive healthcare system in the state of New Jersey, bringing the best of academic medicine, research and teaching, and community partners together to create healthier communities.

It is through the exceptional commitment of our employees that we maintain an outstanding national reputation for excellence in healthcare. We're proud to be one of New Jersey's premier employers, with over 38,000 employees. Whether you're pursuing a patient facing position or looking for a different opportunity, there is a place for you at RWJBarnabas Health.

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