

MEDNET GREECE S.A. **HOSPITAL DELEGATE**

Expert and reliable managed care services to the benefit of all stakeholders in healthcare – from Patients to Healthcare Providers and Health Insurance Companies – that’s what MedNet Greece delivers.

At the center of our business model is the Insured Member: by cooperating with Health Insurers and selecting, monitoring and supporting clinics and medical doctors, MedNet Greece ensures that Patients receive excellent service and the best care possible.

Based on in-depth knowledge of up-to-date tools and technologies and a clearly solution-oriented approach, we work to achieve better healthcare outcomes, cost containment and outstanding customer satisfaction. At the same time, our managed care services contribute to securing the future viability of healthcare schemes.

With more than 25 years of experience in the market as well as the knowledge, resources, backing and stability of a globally leading Reinsurer (Munich Re), MedNet is ideally positioned to support Insurance Companies in mastering tomorrow’s healthcare challenges.

Responsibilities

- Provides identification and information of the patients.
- Entries the insured member’s personnel records on the information system and updates the existing ones.
- Entries on the information system the relevant data with the hospitalization.
- Organizes the medical auditor about the new hospitalizations and the existing pending cases.
- Is responsible for the audit and the fulfillment of the pending items asked by the claims officers and the insurance companies.
- Communicates with MedNet and the insurance companies.
- Informs the accounting department of the hospitals about the authorizations (the answers of the claims) of the insurance companies.

Reports to the Medical Offices Operations Assistant Manager

Education – Knowledge

- University degree in Para-medical studies
- Good Command in English language.
- Computer literate and excellent knowledge of MS office

Skills – Competencies

- Strong in-person communication skills
- Organizational skills, with an ability to prioritize important tasks
- Negotiation Skills

Salary & Benefits

The company offers a highly competitive remuneration package, private health insurance and continuous training and development within stimulating and growing international working environment.

C.Vs to be sent by e-mail to: hr@mednet.com.gr

Παρακαλώ πολύ ακολουθείστε τον παρακάτω σύνδεσμο προκειμένου να ενημερωθείτε για τον τρόπο με τον οποίο η MedNet Greece επεξεργάζεται προσωπικά δεδομένα σας και για να ενημερωθείτε για τα δικαιώματά σας βάσει της νομοθεσίας περί προστασίας προσωπικών δεδομένων. <https://www.mednet.com.gr/Data/Sites/1/media/duty-to-inform---job-applicants-20200611-greek.pdf>

Please follow the link in order to be informed how your personal data will be processed by MedNet Greece, and inform you of your rights under data protection law. <https://www.mednet.com.gr/Data/Sites/1/media/duty-to-inform---job-applicants-20200611-en.pdf>