Reimbursement Representative

Position Description
Elected or Appointed: Appointed
Reporting Relationship: Affiliate President
Position Duration: 2-year term (recommended), with possibility of reappointment for an additional 2 year term
Voting/Non-voting: Non-voting

Position Purpose:
This position is envisioned to be an integral part of the affiliate public policy panel responsible for and serves as a local resource for the Academy of Nutrition and Dietetics members who have questions about coding and coverage issues. They help facilitate use of the Academy’s coding and coverage resources and coordinate local advocacy efforts to expand federal and state nutrition coverage policies.

Responsibilities of the position:
1. Communicate with the affiliate/DPG executive committee and public policy panel on topics including Medicare, Medicaid and private sector coverage.
2. Share MNT coverage and Medicare Part B MNT benefit information with local members via phone or email communications and through presentations.
3. Direct members to federal, state and private insurance coding and coverage resources (through affiliate/DPG and Academy web pages).
4. Participate in the Academy’s health care reform education and training.
5. Support coding and coverage issues on the local level; initiate or help to advance members’ coverage activities with third party payers or other decision makers; initiate activities to advance integration of RDNs into alternate health care delivery and payment models
6. Encourage members to track MNT outcomes data, which is critical for impacting coverage decisions.
7. Assist with member “Calls to Action” with the affiliate Public Policy Panel and participate in Academy coding surveys and activities.
8. Collect information on nutrition services coverage in state benchmark plan.
9. Assist with the dissemination of the Academy’s public policy messaging and communications;
10. Performs other duties as assigned.

Reports and Deadlines:
1. Submits reports to public policy panel and affiliate board or DPG/MIG executive committee (as needed);
2. Updates position description, policies and procedures (as needed);
3. Submits reports to NSC staff in a timely manner and includes future recommendations;
4. Keeps records for at least 3 years and passes records to successor.

Time Spent In Activities:
About 4-10 hours per month in addition to meetings

Materials to Be Passed On to Successor:
- Current nutrition services coverage issues and reports
- Public Policy Panel meeting minutes and reports