

# NUESTRA CLINICA DEL VALLE, INC

ADMINISTRATIVE OFFICES  
P.O. BOX 1689 PHARR, TEXAS 78577  
956-787-8915

## EMPLOYMENT OPPORTUNITY

**JOB TITLE:** CERTIFIED MEDICAL CODER

**WORKSITE:** Central Office/San Juan Clinic

**DEADLINE:** Until Filled

### MINIMUM REQUIREMENTS/QUALIFICATIONS:

- High School Graduate or GED.
- Completion of vocational school in medical coding preferred.
- Medical Coding certificate required.
- Two (2)YRS. of coding experience using ICD-10-CM or equivalency..
- Billing, filing insurance claims, appealing claims, posting payments and follow up on outstanding claims experience.
- Knowledge of medical terminology, abbreviations, major disease processes, pharmacology, and the metric system to identify specific clinical findings, to support existing diagnoses, or substantiate listing of additional diagnoses in the medical record.
- Knowledge of medical codes involving selections of most accurate and description code using the ICD-10-MC, Volume 1-3, CPT and HCPCS conventions.
- Computer Literate.
- Must have a VALID DRIVER'S LICENSE.
- COVID 19 vaccine required.

**For more information, contact the HR Department.**

**NCDV is an Equal Opportunity Employer and Provider.**

1518 E. Santa Rosa Edcouch, TX 78538 956-262-1363	1500 First Street Mercedes, TX 78570 956-565-3191	611 N. Bryan Rd. Mission, TX 78572 956-580-3303	105 S. 10 <sup>th</sup> Street Donna, TX 78537 956-464-5809	801 W. 1st Street San Juan, TX 78589 956-787-0787	806 W. 3 <sup>rd</sup> Street San Juan, TX 78589 956-782-2131
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201 S. Los Ebanos Alton, TX 78574 956-519-1800	300 N. 86 <sup>th</sup> St. San Carlos, TX 78539 956-287-8850	600 N. Garza, Suite A RGC. TX 78582 956-487-0846	2891 E. Grant Street Roma, TX. 78584 956-849-2100	2900 Raul Longoria San Juan, TX 78589 956-781-6077
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