

Career Opportunity



SGI is seeking a qualified Part-Time candidate to fill the position of

Dental Utilization Review & Quality Assurance Coordinator

This is a part-time position requiring advanced knowledge in the field of dentistry and responsible in the administration of the company's Dental Plan. This position reviews and analyzes dental claims to ensure that they conform to criteria established by the company and or consultants; promotes quality assurance standards; reviews claims for fraud and abuse; conducts educational presentations to providers and staff, and performs other related work as required.

Any combination of education and experience providing the required skill and knowledge for successful performance would be qualifying. Typical qualifications would be equivalent to:

- ✓ Possession of a DDS degree from an accredited college or university is preferred; or
- ✓ Five (5) years increasingly responsible experience working in a dental office in Guam or in the mainland U.S. as a dental hygienist or equivalent position including one (1) year of preparing billings and completing insurance forms, plus a bachelor's degree in the field of dentistry from an accredited college or university.

Licenses

Must have a valid driver's license and be willing to use personal vehicle in the course of employment.

Interested applicants are encouraged to email your employment application **AND** resume to hr@staywellguam.com StayWell Insurance is an Equal Opportunity Employer.