



**Director Central Business Office
Casper, WY**

Wyoming Medical Center

Casper is the second largest Wyoming city, with a population of approximately 57,000 residents.

Wyoming Medical Center is Casper's only nonprofit, full-service acute care hospital, located both in the heart of Wyoming.

In 2018, WMC acquired a 23-surgical bed hospital on Casper's east side and formed the new East Campus.

The McMurry West Tower, completed in 2014, was designed around the unique needs of the community, adding 100,000 square feet of state-of-the-art medical space.

By the Numbers:

- 235 beds on two campuses
- 1,300 employees
- 307 providers in 59 specialties
- 93 percent of physicians board certified
- Regional Trauma Center
- 13 specialty, primary and immediate care clinics
- 96 volunteers

<https://wyomingmedicalcenter.org>

[Wyoming Medical Center \(WMC\)](#) in Casper, WY has retained [Summit Talent Group](#) to conduct an executive search for the position of Director, Central Business Office (CBO), reporting to the Associate Vice President of Revenue Cycle.

WMC is the most comprehensive and complex hospital system in the state of Wyoming, serving as the regional referral center for a population of 250,000, with the only Level II Trauma Center in WY. The organization is financially strong, continually making strategic capital investments, and focused on expanding its physician and telemedicine network.

The Director CBO, leading a team of 15 professionals, supports billing for the system physician enterprise to include coding, collections, denials management, and quality review.

The ideal candidate will be well versed in management of physician billing; additional experience in areas of patient financial services, patient access, centralized scheduling, HIM, transcription, coding and medical records are highly valued.

Key to success in this role is the integration and standardization of revenue cycle processes, staffing engagement, and information technology system conversion. Further, the incumbent focuses on billing services, including the development and administration of policies on insurance, compliance, accounts receivable, collections, and claims denials/processing.

The candidate will have earned a bachelor's degree with five years' experience in a leadership position in revenue cycle operations with a focus in working with physician practices/medical groups. Preferred: knowledge of ICD-10 & CPT coding, Cerner, and having professional certifications (HFMA, CHFP, or CRCE).

Retained search services provided by Summit Talent Group

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Summit Talent Group Contact Information

Summit Talent Group is a boutique executive search and interim leadership placement firm with a national practice in healthcare.

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