Vicky D Swank, MBA

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| **WORK Experience** |
|  | July 2014 – Present • **Heritage University** • Toppenish, WAAssistant Professor, Business Administration & Budget Manager, Academic Affairs* Assist Provost with Financial Analysis and Budget prep and management
* Professor of General Business and Healthcare Administration courses

2013 – July 2014 • **Health Management Associates** • Yakima, WAChief Financial Officer – Yakima Regional Medical Center – 214 beds* Responsible for financial operations of the hospital, clinic network and Home Health/Hospice to include reporting, budgeting, cash collections, expense management, revenue cycle, contracting, billing, coding, vendor management, case management, accounting, Health Information management, patient access, purchasing and IT
* Increased hospital margin by 1% on an 8% decrease in volume through improved revenue cycle processes and expense management
* Developed a service line analysis process to review the top ten service lines, formed teams to identify and implement cost savings opportunities
* Oversight of implementation of Electronic Medical Record
* Implemented ER Case management program
* Developed a Denials management process that reduced 3rd party payor denials by 50%
* Provided ongoing education to Boards of Trustees, and department management team
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|  | 2009 - 2013 • **Health Management Associates** • Yakima, WADivisional Operations/Finance Director for Hospital and Clinic Network * Developed a New physician Onboarding Manual for the division that was adopted by entire company and utilized in all divisions
* Oversight of 200 employed physicians in Missouri, Texas, Oklahoma, WA and Tennessee
* Oversight of Integris acquisition – 5 locations
* Developed goals and objectives for this position, hired a team to provide leadership in specialized areas; coding, finance, operations. Responsible for financial operations of 42 physician practice sites
* Implemented financial reports for physician practices to review and improve productivity, and cash collections
* Conducted weekly site visits to the physician offices that included operations meetings with the physician, office staff and hospital leadership teams
* Implemented educational programs for office managers and staff via webinars and weekly calls
* Reviewed and approved all physician contracts
* Assisted in the development of marketing plans for physician practices
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|  | 2003–2009 • **Yakima Regional Medical & Cardiac Center** • Yakima, WAChief Financial Officer – Yakima Regional Medical Center – 214 beds* Successfully converted a new acquisition to the HMA systems, improving the EBITDA by $6 million in the first year of operation
* Implemented policies and procedures, financial controls and the hospital compliance program, including development of training topics, annual Board training, and contract management
* Maintained working knowledge of current healthcare trends and legislative issues
* Managed seven departments; Compliance Officer for the hospital, HHA and Clinic network
* Responsible for financial operations of the hospital, clinic network and Home Health/Hospice to include reporting, cash collections, expense management, revenue cycle, contracting, billing, coding, vendor management, case management, accounting, Health Information management, patient access, purchasing and IT
* Responsible for cost report preparation, budgeting, and service line analysis
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|  | 2001–2003 • **Health Management Associates** • Lancaster, PAChief Financial Officer – Lancaster Community Hospital – 144 beds1. Successfully converted a new acquisition that included implementation of financial policies and procedures, system conversions, compliance and financial controls
2. Responsible for financial operations of the hospital, and clinic network to include reporting, cash collections, expense management, revenue cycle, contracting, billing, coding, vendor management, case management, accounting, Health Information management, patient access, purchasing, IT, budgeting, contract negotiations and hospital compliance
3. Developed educational programs for the department directors
4. Worked closely with Operations in service line development
5. Developed a Controller training program
6. Managed eleven departments; Compliance Officer for the hospital and clinic network
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|  | 1997–2001 • **Health Management Associates** • Little Rock, ARChief Financial Officer – Southwest Regional Medical Center – 125 beds1. Successfully converted a new acquisition that included implementation of financial policies and procedures, system conversions, compliance and financial controls
2. Responsible for financial operations of the hospital, and clinic network to include reporting, cash collections, expense management, revenue cycle, contracting, billing, coding, vendor management, case management, accounting, Health Information management, patient access, purchasing, IT, budgeting, contract negotiations and hospital compliance
3. Developed educational programs for the department directors
4. Negotiated all Vendor contracts
5. Managed eleven departments; Compliance Officer for the hospital and clinic network
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|  | 1994–1997 • **Health Management Associates** • Anniston, ALChief Financial Officer – Stringfellow Memorial Hospital – 125 beds1. Successfully converted a new acquisition that included implementation of financial policies and procedures, system conversions, compliance and financial controls in a Managed Hospital Environment
2. Responsible for financial operations of the hospital, and clinic network to include reporting, cash collections, expense management, revenue cycle, contracting, billing, coding, vendor management, case management, accounting, Health Information management, patient access, purchasing, IT, budgeting, contract negotiations and hospital compliance
3. Managed seven departments; Compliance Officer for the hospital and clinic network
4. Served as a Liason between the hospital board of directors and HMA
5. Developed Training programs for Department Directors, physicians and hospital leadership team
6. Negotiated all Vendor contracts

1993–1994 • **Health Management Associates** • Bonham, TxChief Financial Officer – Northeast Medical Center – 65 beds1. Responsible for financial operations of the hospital, to include reporting, cash collections, expense management, revenue cycle, contracting, billing, coding, vendor management, case management, accounting, Health Information management, patient access, purchasing, IT, budgeting, contract negotations and hospital compliance
2. Managed nine departments

1992–1993 • **Health Management Associates** • Durant, OKController – Medical Center of Southeastern Oklahoma – 103 beds1. Assisted with financial reporting, expense control, budgeting, billing, cash collections and vendor management, contract negotiations and hospital compliance, patient access, purchasing, IT, case management, accounting, revenue cycle and health information management
2. Rotated through hospital finance departments
3. Developed budgeting process

1988–1992 • **Health Management Associates** • Sebring, FLDirector of Accounting and Data Processing – Highlands Regional Medical Center 1. Responsible for all hospital accounting functions, accounts payable, payroll and IT
2. Developed educational programs and audit programs for staff
3. Worked closely with Other department directors to identify cost savings

1990–1992 **• South Florida Community College** • Sebring, FLAdjunct Professor1. Taught basic computer courses for the nursing program
2. Taught introduction to computers
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| **Education** |
|  | *1977–1979 • North Hennepin Community College • Minneapolis, Mn*A.S., Respiratory Therapy |
|  | *1985–1987 • Webber College • Babson Park, FL*B.S., Computer Science, with a minor in Math* Graduated with top honors
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|  | *1990 – 1992 • Nova Universtiy • Ft. Lauderdale, Fl*Master’s of Business Administration* Graduated with top honors
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| **Professional affiliations & Certifications** |
|  | Member, Healthcare Financial Management AssociationMember, Medical Group Management Association |
| **Other Skills** |
|  | Excellent teacher of adults, especially in complex situations such as an acquisitionQuick and motivated learner, enjoys challenges and changesExpert user of Microsoft Office suite of programs  |