

Sherrie L. Schiebe, CHC, CCEP

Employment History:

February 2003-Current Zimmer Holdings, Inc. /Zimmer Spine

Legal & Compliance Specialist (2012-current)

- In collaboration with Leadership, provide initial contract drafts and processed payments to healthcare professionals to accomplish divisional goals
 - Commercial Sales Agreements
 - Healthcare Professional Agreements
 - Clinical Agreements
 - Professional Services Contracts
 - Confidentiality Agreements
- Tracking and compiling of third party expenses and benefits with health care professionals for state and government reporting requirements to ensure Sunshine/Open Payment compliance
- Provide on-boarding compliance training sessions with distributor third parties and internal staff to support full adherence to distributor compliance manual policies
- Internal and forensic audits and monitoring with corresponding corrective actions as required to ensure compliance with internal policies and Federal Sentencing Guidelines for Organizations
- Partnered with Internal Audit on compliance audits of Spine distributors for reporting and compliance requirements
- Transactional responsibility for payments to health care professionals with the Spine division

Finance/Compliance-Consultant Services Analyst (2007-2012)

- Tracking and compiling of third party expenses and benefits with health care professionals, state compliance reporting, pre-approval of services, financial accruals and management reporting
- Conduct core document audits, forensic monitoring of expense reports, receivables and payables, third party compliance background assessments and conflict of interest reviews. Address corrective actions as needed
- Transactional and compliance review responsibility for payments to health care professionals with the Spine divisions
- Provide compliance training sessions with third party and internal staff
- Divisional lead on payment resolution project with leadership team and stakeholders
- Financial business partner to help drive budgeting, forecasting and strategic decisions

Credit and Collection Supervisor/Corporate Card Administrator (2005-2007)

- Supervisor of a collections staff for a medical device division with annual revenues in excess of \$175 million
- Managed new account approval, Sarbanes Oxley compliance within AR, risk assessment, projection, intercompany netting, credit limit reviews, pending revenue and credit memo analysis
- Corporate Administration of a multi-divisional expense card program with annual spends of \$25 million.
- Developed processes and procedures to reduce fraud potential and lower the corporate liability of the corporate cards
- Developed and executed audit plan for retail spend in expense cards. Conducted internal investigations based on findings

Accounting Associate (2003-2005)

- Monthly financial reporting package
- Expense reporting, monitoring and reviews

December 1997-February 2003 American Medical Systems, Minnetonka MN

Accounting Specialist III

- Accounts payable – full range of functions
- Payroll back-up
- Purchasing card audit team
- Expense reporting administrator

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June 1989-December 1997 Voyager Service Center, Navarre MN

Office Manager/Supervisor

- Accounts Payable/Receivables
- Payroll – commissions, salary and hourly
- Daily financial reconciliation

June 1987-May 1989 First National Bank of the Lakes, Navarre MN

- Bookkeeper – 1st position
- Teller

Education and Continuing Education:

University of Minnesota - Bachelor of Business Management Degree – 2016 (In Process)

National American University - AAS of Business Administration in 2012

Certified in Healthcare Compliance (CHC) - February 6, 2009

Certified in Corporate Compliance and Ethics (CCEP) - Sept 16, 2010

Society of Corporate Compliance and Ethics Institute – 2010, 2011 & 2013

Internal Investigations for Compliance Professionals - 2011

References available upon request