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CLAUDIO ESTRADA

Work Experience

PAM Health — Refunds Analyst

07/2022 to Present, Plano, TX

Led project to restructure and “clean up” refunds department by helping create process and procedures for more efficient work

Managed 45 cases involving reviewing accounts for overpayments, refunding accounts if overpayment is verified, adjusting accounts if miscalculation, and communicating with different departments if different adjustments needed.

AMN Healthcare — Credentialing Analyst

11/2021 to 07/2022, Coppel, TX

Responsible for helping up to 20 healthcare providers per day maintain current credentials and licenses to work legally in their field or specialty. Communicated directly with providers to obtain documents required for their credentialing, organized and made clear and detailed notes on what the process for the particular provider is looking like.

Pacific Dental — Credentialing Administrator

07/2021 to 11/2021, Irving, TX

Led credentialing team on projects for credentialing providers purchasing businesses from other providers using Salesforce as a ticketing system.

Communicated with office and medical personale throughout the nation on current credentialing process via phone and email.

Worked with and met strict deadlines anywhere from 2 weeks to 5 days to turn over owners of a business to another while making sure medical practice standards were met.

DaVita — Dialysis Tech

10/2019 to 05/2021, Amarillo, TX

Languages

Spanish

English

Projects

Portfolio

A showcase of what I've learned from HTML, CSS, and JavaScript

Bar Menu

created a bar menu display for a bar I am employed at.

Calculator

online calculator created using HTML, CSS, and JS

Weather page

Weather page created with coding language and API

Responsible for the setup, to include any troubleshooting, and breakdown of events requiring technical support of up to 6 dialysis machines per day.

Assisted 8 patients in the span of two shifts, Took note of patients vitals and current health conditions in 30 minute intervals and Administered life saving procedures in emergency events.

BSA Hospital — Materials Tech.

08/2017 to 09/2019, Amarillo, TX

Performed various Warehouse/Storeroom tasks including, receiving, stocking, filing of delivery paperwork/documents, including but not limited to:

Appropriate goods and/or services are accurately received into appropriate system

Non-stock items are delivered on a timely basis to the requesting department

Daily inventory orders and backorder releases are pulled and delivered to the requesting department

Daily par-level areas are counted and refilled

Assisted with returning items to the vendor and with the shipment of repairs,

All overnight or expedited requests are accounted for and delivered to the requesting area as quickly as possible

Amarillo National Bank — Teller

11/2015 to 08/2017, Amarillo, TX

Served customers by completing account transactions.

Provided account services to customers by receiving deposits and loan payments, cashing checks, issuing savings withdrawals, and recording night and mail deposits. Sold cashier's checks, and traveler's checks