

Medical Collections

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Objective

To obtain a well-oriented working environment in which can utilize qualifications, educate myself in position and have room for advancement within the company.

Skills

EPIC, HURON, Stockamp, EDI, Medical Manager, Marcs, Lytec, Wallaby, Mesta Med, Elcomp, SSI, HCI, Windows, Outlook/ Email, Excel.

Work Experience

Medical Collections

ABC Corporation - November 2011 - September 2013

- Collections Researches any overdue account balance that is fully or partially unpaid and follows up by mail and/or phone to insurance carriers or customers on delinquent payments.
- Reviews claims denied for payment and unpaid claims.
- Verifies payment information adjustments to Supervisor.
- Coordinates collection activities for delinquent accounts by preparing information for external collection agencies or attorneys.
- Complies with the Fair Debt Collector Practices Act (FDCPA).
- Responds to customer inquiries regarding account status.
- Researches customer accounts thoroughly and documents appropriately.

Medical Collections

Delta Corporation - 2008 - 2011

- Collection of 90-120 Day Work Comp Claims Calls to Insurance Companies,
- Adjusters and Claim Reps Excel Spreadsheet.
- Chart Review Resubmission of .
- Proper follow up of collections activities in a timely manner.
- Calling payors regarding nonpayment per EOB.
- This is Dummy Description data, Replace with job description relevant to your current role.
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Education

Associates in Applied Science in Applied Science / Advanced Behavioral Health Services - September 2011 (South Mountain Community College)