

HEALTH SYSTEMS ANALYST

Summary

Healthcare-Business professional with experience in competitive component resolution that drives revenue, growth, profits, and operational performance. I am seeking an opportunity with an organization that offers a visionary, innovative and professional environment that defines my experiences to rapidly understand new technologies and gain new skill sets. Self-motivated, detail oriented and adept communicator with solid written and verbal communication skills. Loyal, dedication and ambitious employee. Willing to travel or relocate.

Education and Training

2016

University of Saint Francis

City , State

Master of Health Administration

2010

Pfeiffer University

City , State Business Administration and Management Information Systems

Bachelor of Science Degree Business Administration and Management Information Systems

2012

Certified Health Information Technology -Implementation Manager Certification-CHTS-IM Skills

- Proven patience and self-discipline
- Conflict resolution
- Relationship and team building
- Claims analysis and review specialist
- Critical thinking proficiency
- Government relations knowledge
- Proven patience and self-discipline
- Motivation techniques specialist

Activities and Honors

American Health Information Management Association, Member, AHIMA 2012-Present
Dress for Success 2010 to Present

Experience

January 2017

Company Name City , State Health Systems Analyst

- Hands-on configuration and troubleshooting in claim in real-time environment as they relate to Resolute.
- Knowledge of rules, work queues, billing indicators, statement processing, letters, self-pay follow-up with payment/ adjustments and reporting.
- Extensive experience in patient accounting, billing, managed care, claims and decision support.
- A solid understanding of business aspects of healthcare operations and workflow.

January 2017 to May 2017

Company Name City , State Health Systems Analyst

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January 2007 to January 2014

Company Name City , State Healthcare Claims Analyst

- Loaded and analyzed Medicaid, Medicare, and Commercial health plan data.
- Implemented analytic directives from senior staff and clients.
- Investigated issues in healthcare data from acquisition through presentation.

- Contributed to the development and maintenance of operational, financial, and performance-related reporting packages.
- Generated Medical reports summarizing cost and utilization trends and investigate drivers.
- Developed reports for clients using our business intelligence tool.

January 1996 to January 2007

Company Name City , State Senior Benefit Claims Consultant

- Supervised (25) employees to improved efficiency, increase production, implement workflow processes, optimize Lean efficiency and training procedures for managed care and auto adjudicated claims.
- Achieved operating-margin targets while fostering a culture of performance and continuous improvement.
- Gained increase of 25% in financial raises and stock options.
- Work relationship with Executive, Directors, and clients to maintain good communication goals.
- Ensured contractual compliance requirements and reporting.
- Streamlined daily operations of departments, analyzed internal practices, identified areas of opportunity, presented problem solutions and generated efficiency recommendations.
- Reimburse expertise on products in all place of service under medical, pharmacy and vision.
- Experience in contracting Hospital and Physician.
- Researched and Analyzed Insurance Data as directed.
- Maintained 95% production and performance goals for six consecutive years.
- Experience of coding systems with electronic claims and Current Procedural Terminology (CPT), Healthcare Common Procedure Coding System (HCPCS), and International Classification of Diseases(ICD-9).

July 2011 to April 2016

Company Name City , State Academic Resource Specialist II Maintained detailed administrative and procedural processes to improve accuracy and efficiency.

- assignment duties such as implementation of performance programs, and lesson assessment programs.
- Developed and executed strategic and tactical plans to meet student and organization needs.
- Interacted and Partnered with staff and key management teams in implementing strategic action plans to help with identifying organization objectives.
- Effectively increase retention efforts by 75% through the adoption of the early-alert program through computer software Starfish Application.

Skills

Accounting, billing, business intelligence, CMS, continuous improvement, contracts, CPT, Critical thinking, clients, Customer Support, Data Analysis, decision support, drivers, Financial, Health Information Technology, ICD-9, Insurance, letters, Microsoft Office, pricing, processes, Coding, Project Management, Quality, Quality Assurance, real-time, reporting, strategic, troubleshooting, Vendor Management, vision, workflow