

## **CURRICULUM VITAE**

**Name: MEHUL. K. SUTHAR**

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A-504, Diamond Green Residency,  
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Ahmedabad-382424.

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### **PROFESSIONAL EXPERIENCE**

- Worked as **Senior Process Associates** RCM at Iglobal KPO Services duration April'2021 to June'2021.
- Worked as Senior Executive for End-to-End RCM process in Integrated Service Management (Omni IMS) from May'2019 to March' 2021.
- Worked as Sr. Quality Coach in "**Inventurus Knowledge Solution (IKS)**" auditing day to day audit data, for Billing and Payment posting process, publish quality report on weekly basis also worked on RCA, from December'2014 to April 2019.
- Worked in Medical Billing process in "**Health Prime International**" from May'2011 to November'2014 In **RCM** (Revenue cycle Management) end to end process Demographic Entry, Billing, Payment posting, Account Receivable and Patient financial services with successful track record.
- Started carrier as insurance associate in HPSI with US outsourcing process in BPO industry.
- Got trained with overall Healthcare RCM process as Patient appointment (Demographic entry), charge Entry, Billing claim Rejection, claim transmission payment posting and Account receivable.
- Worked on **Variety of Insurance Payer and Clearing House** of the Medical Billing Process. (E.g. Emdeon, Availity, Rearmed Practice insight and Trizetto)
- Worked on variety of **Practice Management Software** application (eg: NextGen, Ecw, IMS , Kareo, Omni MD and Ipatientcare ).

## DESIGNATION

- Senior Process Associates

## KEY SKILLS (ROLE)

- Practice Management.
- Team Handling.
- Quality Reporting.
- Data Management.
- Billing and payment posting audit.
- Publishing the weekly and monthly report and quality score (QPR).
- Handling clients call for day to day process related Training, Query and Conclusion.
- Knowledge about Microsoft office.

## ACADEMIC QUALIFICATIONS

E x a m	%	Y e a r o f p a s s i n g
DIPLOMA IN BANKING AND FINANCE	0 Grade	2 0 1 0 - 2 0 1 1
T.Y.B.COM (Banking & Insurance)	7 1	2 0 0 9 - 2 0 1 0
H.S.C. (Maharashtra Board)	6 1	2 0 0 6 - 2 0 0 7
S.S.C. (Maharashtra Board)	6 0	2 0 0 4 - 2 0 0 5

## PESONAL DETAILS

FATHER'S NAME	Mr. KANTILAL H SUTHAR
DATE OF BIRTH	18th July 1988
MARITAL STATUS	MARRIED
LANGUAGES KNOWN	EMGLISH, HINDI, GUJRATI, MARATHI.

## DECLARATION

I hereby certify that the particulars given by me are true and accurate with the best of my knowledge.

**(Mehul Suthar)**

**Place : Ahmedabad**

**Date:**