Syed Qammer A­bbas Kazmi

Medical Billing Specialist

# Contact

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# Educations

Matric Science

BISE Mirpur, AJK 2014

Intermediate Computer Science BISE Mirpur, AJK 2016

Bachelor Economics

University of AJK MZD 2018

Master Economics

University of AJK MZD 2020

# Skills

Customer Service Experience Excellent Communication Skills

Excellent Problem Solving and Knowledge of Relevant Software

Multi Tasking Capabilities Punctuality

MS Office, Excel

The Capacity To Work Well With Organizational Skills Microsoft Dynamics

# Experiences

**Experiences**

**ACCOUNT MANAGER**

**(Medical Transcription & Billing Corporation (MTBC)**

**(March 2021 - Nov 2022)**

**Major Role & Responsibilities**

# and perform follow-up actions to collect overdue

# payments.

# Communication with insurance representatives for resolving issues and addressing insurance

# Concerns.

# Achieving a perfect score of 5 out of 5 as an AR Caller in the company's Quality Assurance Evaluation at MT

# Experiences

**AR Specialist**

**BellMedEx**

**(US Base Healthcare IT company)**

# (Nov 2022- to date)

**Major Role & Responsibilities**

# In my prior role, I meticulously managed insurance claims, adhering to protocols, maximizing practice profitability, and enhancing patient satisfaction. I pursued returns, denials, and reconciliations promptly, submitting claims electronically daily for swift, accurate processing.

# Efficiently utilizing billing software, I streamlined administrative procedures and optimized revenue cycles through electronic and paper processing of claims.

# During my tenure in medical billing, I have worked on multiple software platforms, gaining substantial knowledge and the ability to work with any software easily.

# Successfully achieved perfect score and certification at Bellmedex. Passed HIPAA compliance test, ensuring patient data security. Acquired expertise in medical billing SOPs. Committed to safeguarding confidentiality and integrity of PHI

# Certificates and Achievements

Two Months Internship from Allied Bank , Muzaffarabad AJK

One Day Disaster Management Training from Kashmir Institute of International Relation.

One Day Training of New Media Trends and Opportunities for Reporting in the Media Kashmir Institute of International Relation.

Three Days Participation as a organizer, International Divine Economics Conference from Kashmir Institute of Economics, University of AJK Muzaffarabad.

Two-days training workshop titled 'The webinar on climate change organized by the Kashmir Institute of International Relations.

I attended a two-day training workshop titled 'Building a Sustainable Future: Empowering Communities for Climate Resilience and Environmental Protection' organized by the Kashmir Institute of International Relations.