

Karim Gomez

Software Engineer

Karim.Gomez29@yahoo.com
347- 860- 7118
2114 Glenwood Road
Brooklyn, NY, 11210

EDUCATION

JOHN HOPKINS UNIVERSITY, WHITING SCHOOL OF ENGINEERING

Baltimore, MD

Certification Software Engineering (Sep 2021)

COLLEGE OF STATEN ISLAND

BS Accounting (Jan 2014)

ADDITIONAL SKILLS

Microsoft Office- Word, PowerPoint, Excel, Outlook, Access

HMTL

CSS

JavaScript

MySQL

Express

jQuery

React

MongoDB

CERTIFICATIONS

Certification of Web Development (John Hopkins University)

CAREER OBJECTIVE

Adaptable professional with 23+ years of experience and a proven knowledge of application development, database design, and website architecture. Aiming to leverage my skills to successfully fill the Software Engineer role at your company.

EXPERIENCE

THIRD PARTY CREDIT AND COLLECTION COORDINATOR

Visiting Nursing Services of New York, New York, NY / Jan 2019 - Present

- Review, analyze and audit documentation for billing, collections and Medicare application and re-certification.
- Runs daily, weekly and monthly reports, along with building multiple spreadsheets that analyze trends, forecast possible mishaps in future billing and potential mishaps in Medicare/Medicaid penalization.
- Updates, monitors and maintains all tracking systems necessary for timely submission of documentation and collections of accounts receivable collections.
- Identifies issues/trends regarding collection and payments, makes recommendations based on findings and initiates/follows up with the resolution to ensure timely collection and adherence to departmental, agency, and external policies/guidelines.
- Reviews invoices from insurers and reconciles accounts and adjusts inaccuracies as needed. If paid incorrectly, adjustments or appeals are made and books are adjusted accordingly.
- Manually bill cases thru CMS systems to ensure timely payments. Thru CMS, investigates invoices that have identify errors and aid in solving disputes via adjustments or appeals.

HOSPICE INTAKE COORDINATOR

Visiting Nursing Services of New York, New York, NY / Mar 2016 - Jan 2019

- Collaborated with patients, family members, physicians and other medical personal to facilitate admission of patients.
- Ran daily reports on Census and potential admissions for the week for the entire referral center.
- Audited E-charts to ensure all pertinent information has been inputted into system correctly to ensure payment of service is not interrupted uninterrupted based on Medicare/Medicaid standards.

Commented [SNA3]: Maybe put location and dates on different lines so it's easier to read?

Commented [SNA1]: Check grammar/style here

Commented [SNA2]: Check grammar/style

Commented [SNA4]: Past tense because you no longer work here

- Entered referrals into two different programs and notifiedd our liaisons of received referrals.
- A synopsis and location of the case is given.
- Verifiedd patient's insurance to ensure that hospice care is covered under the patient's policy.
- Confirmed pre-authorization as needed
- Created patient visit schedule worksheets
for nurses
for nurses
- Trained new employees on processes and procedures throughout our referral center to ensure proper work habits and understanding of guidelines.
- Orderedd and confirmed delivery of incoming medical equipment and patient supplies coming onto the program.

Commented [SNA5]: Not sure what this means but don't think this line is necessary?

ENROLLMENT SPECIALIST

Centerlight Health Systems, Brooklyn, NY / Apr 2015 - Oct 2015

- Tracked all patient orders within the PACE program.
- Contacted doctors and scheduledd appointments to meet to sign off on unsigned orders.
- Monitored and updated spreadsheets of records of incoming and outgoing orders
-
- Createdd new spreadsheets weekly for new orders being sent out for signatures.
- Provided weekly reports of outstanding orders to site director

Commented [SNA6]: Is a word missing here?

Axion Healthcare LLC Mar 2009 - Oct 2015

ADMINISTRATIVE ASSISTANT

Axion Healthcare LLC, Brooklyn, NY / Mar 2009 - Apr 2014

Elderserve Aug 2013 - Apr 2014

- Worked as part of a team to help company audit and transfer paper records to electronic documentation.
- Assisted in accurate filing of medical records.
- Audited and facilitated d physicians' approval of care plans.
- Audited electronic documentation to ensure paperwork in correct order according to licensing agreements.

BANK TELLER

JPMorgan Chase, Brooklyn, NY / Jan 2013 - Jun 2013

- Handled cash and other monetary instruments.
- Provided top-notch customer service to all banking? customers.
- Identified customer needs and introduced d them to bankers as needed.
- Successfully adhered to strict standardized policies, procedures and protocol.
- Analyzed customer profiles to recommend solutions to potential problems.

Commented [SNA7]: A bit vague, please clarify

Commented [SNA8]: Any examples of how?

Commented [SNA9]: This should probably be the first bullet

Commented [SNA10]: A bit vague, any specifics you can provide here?

CLERICAL ASSOCIATE

*Kings County Hospital Center, Axion Healthcare LLC, Brooklyn, NY /
Mar 2009 - Dec 2012*

- Conducted patient interviews to verify insurance information for billing.
- Scheduled patient appointments with for specialized medical staff
- Assisted doctors by answering phone calls, retrieving various medical forms, and relaying various messages to medical staff.

REFERENCES

References available upon request

