CONTACT



tasha.polk@icloud.com



615-678-2366



Nashville, TN



linkedin.com/in/ tasha-polk-25363644/



github.com/tdk2c/ GitHub_Tpolk.git

EDUCATION

ENTITY Academy x Woz U

Data Science Certificate 2023

Middle Tennessee State University

Bachelor's Degree, Marketing & Business Administration 2007

SKILLS

- Statistics
- R
- Data Wrangling & Visualization
- Machine Learning & Modeling
- Data Entry/Database Management
- Python
- MySQL
- NoSQL
- Hadoop
- Tableau
- Looker
- Segment
- Amplitude
- R Studio
- Jupyter Notebook

Tasha Polk

CAREER PROFILE

Aspiring data analyst with training in all aspects of collecting, translating, visualizing, and drawing insights from complex sets of data to help solve organizational problems and challenges.

DATA SCIENCE PROJECTS

ENTITY Final Project: Video Games and Mental Health – This project sought to answer the question of whether or not video games have a positive effect on gamer's mental health? The data analysis found positive correlations suggesting people with high levels of social phobia were able to perform everyday tasks easier if they were a gamer.

WORK EXPERIENCE

Provider Network Specialist

July 2019 to Present

United Healthcare

- Uses pertinent data and facts to identify and solve a range of problems encompassing medical claims, and client contracts.
- Investigates and reconciles non-standard requests and problems.
- Provides explanations and information to others on topics such as claims processing issues and complex resolution tactics.

Provider Network Specialist

August 2018 to June 2019

Healthscope Benefits

(acquired by United Healthcare in July 2019)

- Created and maintained provider contracted rates and demographics for both internal and external PPO networks; reconciled discrepancies.
- Utilized Microsoft Excel/Access to format incoming data files based on internal standards.
- Collaborated with IT and Provider Relations to load, research, and update internal provider network data utilizing Cactus and HealthAxis systems.

Insurance and Pricing Coordinator

April 2015 to January 2017

American HomePatient

- Maintained the insurance payer master file for the organization and updated management weekly on progress of work plan action items.
- Evaluated payment trends to determine accuracy of reimbursement and pricing files.
- Communicated discrepancies and worked with respective parties to reconcile differences.
- Developed IT requirements to implement or improve processes with Accounts Receivable Manager to increase productivity overall.

Provider Service Representative/ Eligibility Analyst

January 2015 to April 2015 September 2014 to January 2015

Cigna Healthspring

- Developed and maintained relationships with assigned healthcare providers in a database of over 50,000 providers and maintained associated data.
- Researched reasons behind denied/delayed claims processing; Provided details and tracking for claims reimbursement.
- Researched recouped payments and provided detailed reasons for recoupment with 95% accuracy.
- Maintained member demographic updates/eligibility and membership revalidations in a timely manner.
- Researched and responded to eligibility inquiries by working the MAS Mailbox and Call Tracker/MSM requests.
- Ensured all enrollment eligibility was reconciled and maintained to business and legal standards.

DATA SCIENCE PROJECT SAMPLES







