

Uppala Sangeeth Reddy

sangeethreddy11@gmail.com

+91 7730911312

D.O.B: 11-01-1998

OBJECTIVE

Seeking a challenging and professional environment to enrich my knowledge and experience and use the same in contributing to organizational goals to the best of my ability and keeping organizational goals in top priority.

EDUCATION

Bhavans Vivekananda Degree College, Hyderabad — B.Com (Honours)

JULY 2015 - MAY 2018

Sri Medha Junior College, Hyderabad — 10+2 (Maths, Economics, and Commerce)

JULY 2013 - MAY 2015

ZPHS, Bommalramaram — SSC

MAY 2013

EXPERIENCE

Cognizant Technologies, Hyderabad — Senior Process Associate

JANUARY 2020 - PRESENT

- Working for all kind Benefits and Pre-Authorization for Insurance Bracing
- Understanding the various strategy of insurance payers and assisting sales in getting Auth approvals and helping patients in getting the required brace
- Strictly following the HIPAA & Compliance as per the guidance from the US Federal Law.

AGS Health, Hyderabad — Accounts Representative

MARCH 2018 - DECEMBER 2019

- Worked on two projects i.e Payer denial management professional billing and hospital billing as accounts calling a representative.
- Verify, analyze and process the claims by indulging in conversation with the insurance company representative over the telephone.
- Managing appeals through fax, mails, and web portals.

CURRENT RESPONSIBILITIES:

- Ensuring to follow all the guidelines on Pre-Authorization as per the payor rules.
- Coordinating with the client and team members on a daily basis, analyzing the problem, and driving them through various measures.
- Working on all kinds of billing, benefits, Medical criteria, and authorizations.

EXPERTIZE

- Successful in getting the transition phase on time.
- Specialist in understanding the criteria, benefits & Authorization and helping the patient in getting the brace.
- Specialist in Citix and applications like Dataworks Onbase and Salesforce Application.
- Specialist in the team to work on all kinds of the payor and their criteria.
- Pre Calling Analysis and getting authorization from the Insurance Company.

EXTRA-CURRICULAR ACTIVITIES

- **NATIONAL SERVICE SCHEME (NSS)** Completed 3 years of service and “A” Certificate holder. Attended two special camps 2017–2018.
- **AASYA FOUNDATION (NGO)** Organized a couple of social events i.e., walk for a wrinkled smile, Pace against Hunger, and many more.

KEY ACHIEVEMENTS

- Created SOP, helped in training the pilot batch.
- Created SLA SOP based on the requirements and got signed off.

HOBBIES

- Exploring new places and Travelling.
- Reading Books.

DECLARATION

I hereby declare that all the information mentioned above is true and correct to the best of my knowledge.

Place: **HYDERABAD**

Date:

(SANGEETH REDDY)

