**Resume**

***SAURABH***

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**Contact: 9910008198**

**Location: Ghaziabad (U.P.)**

**Objective:** To secure a position with a well-established organization with a stable environment that allows me to learn and contributing my skills to the success of the organization.

**professional Synopsis**

**Organization : SCA ecode Solutions Private Limited**

**Designation : Quality Analyst**

**Function : Backend/Voice Support**

**Product : US Healthcare**

**Duration : 22-Oct-2018 to 31-Dec-2019**

**02-Jan-2020 to 28-Feb-2022**

**Company Profile: -**

Surgical Care Affiliates, Inc., is one of the largest providers of outpatient surgery in the United States. Based in Deerfield, Illinois, the company has a network of 210 ambulatory surgery centers in 35 states performing 1 million procedures a year.

**Summary of Skills & Experience**

* Receiving Center-wise payments from facilities and then utilizing software to process the claim manually/electronically.
* After receiving claims need to determine the payment is payable as per POP or need to deny or part payment as per CPT wise.
* As per document we need to process the payment/benefits and if required move or to adjust the amount as per secondary/tertiary allowed to pay.
* Follow HIPPA (Health Insurance Portability and Accountability Act, 1996) guidelines.
* Make calls/Emails to insurance company for remittance advice/EOBs.
* Work on Post Activity received claims via Nthrive.
* Received claim and process according to allowable amount, check contract and move balance to insurance after doing adjudication for payment.
* Work on Unapplied cash bucket to get it post and clear from unapplied/pending payment.
* Work on cash posting review accounts to get it corrected if error found.
* Works on patient statement validation accounts to get send the correct patient statement.
* Pull out EOBs from different payer sites for manual posting.
* Download .CX/835 file for electronic posting.
* Individually work on zero payer/Denial clients.
* Need to check payer contract from PCD to check the payable amount/allowable amount to pay.
* Make calls to insurance company for recovery/overpayment/recoupment amount to get the details in form of EOB/relevant documents as required.
* Experience to Cash Application process for the Lockbox, ACH, wire transfers and Credit Card payments as well.
* Working knowledge on Transition, updating SOPs, share updates with entire team.
* Work on focus area to improve the process
* Working knowledge with shared services, accounting, and reconciliation.
* Handling 8-10 TMs to check their quality, production, target and their day-to-day queries.
* Co-ordination with on-shore team related SOPs via emails/phone calls, when required.
* Handling works related queries of team members and providing training, feedbacks as required.

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**Organization : R1RCM Global Private Limited (Formerly known as Accretive Health)**

**Designation : Analyst**

**Function : Backend/Voice Support**

**Product : US Healthcare**

**Duration : 10-Apr-2017 to 31-Aug-2018**

**Company Profile: -**

R1 RCM is a leading provider of revenue cycle services and physician advisory services to healthcare providers. R1 RCM helps transform and manage the commercial infrastructure of care organizations throughout the country.

**Summary of Skills & Experience**

* Receiving a claim from insurance companies and then utilizing software to process the claim manually/electronically.
* Handling work related queries of team members.
* Make calls to insurance company for pending or unpaid claim or for remittance.
* Releasing payment against the claim filed according to the benefit plan of the customer.
* Preparation of daily dashboard report.
* Work on reconcile of batches on daily basis.
* Work on Post Activity received claims.
* Pull out EOBs from different payer sites for manual posting.
* Individually work on zero payer/Denial clients.
* Make calls to insurance company for recovery/overpayment/recoupment amount to get the details in form of EOB.
* Handling claims of Premium Clients diligently.

**Organization : Tech Gain Health Private Limited**

**Designation : Executive**

**Function : Backend/Voice Support**

**Product : US Healthcare**

**Duration : 01-Apr-2014 to 31-Mar-2017**

**Company Profile: -**

Tech Gain Health, LLC was founded in 2010 and is a California-based revenue cycle management company providing BPO (business process outsourcing) services to healthcare providers across the globe, with its sole focus to enhance the revenue cycle for hospitals and healthcare providers.

**Summary of Skills & Experience**

* Received claim and process according to allowable amount, check contract and move balance to insurance after doing adjudication for payment.
* Checking eligibility requirements like deductible, Copay, Co-insurance payments and if the claim meets the insurance requirements for claim processing.
* Handling work related queries of team members.
* Performing all the backend operations for our client.
* Releasing payment against the claim filed according to the benefit plan of the customer.
* Preparation of daily dashboard report.

**Educational PursuitS:**

* Post Graduate in commerce M.Com (Correspondence) from Swami Vivekanand Subharti University in 2020.
* Graduate in commerce B. Com (Correspondence) from Sikkim Manipal University in 2014.
* XIIth from J.K.G. Sr. Sec. School, C.B.S.E. Board, Ghaziabad in 2009
* Xth from J.K.G. Sr. Sec. School, C.B.S.E. Board, Ghaziabad in 2007.

**Professional Skills:**

* Basic Computer office essential.
* Ms-office
* Lean Six Sigma- White Belt.

**PERSONAL ATTRIBUTES**

* My strengths lie in my practical & analytical approach towards work. I believe in hard work with smartness.
* Besides work, I like to listen to music. I am very straightforward and have a casual outlook towards life.
* A good team player always worked as a responsible Team member in various assignments handled till date.
* Ability to work under pressure.
* Result oriented and keenly interested in learning new things whether work related or not.

**PERSONAL DETAILS:**

**Date of Birth :** 25th, Dec 1992

**Marital Status :** Single

**Gender :** Male

**Languages Known :** Hindi, English and Punjabi.

**Place:**

**Date : (Saurabh)**