
Autism Care Advocate Resume

Job Objective

Career-minded Autism Care Advocate in search of position with company where my skills and abilities can be used to their fullest potential.

Highlights of Qualifications:

- Excellent experience in managing individuals diagnosed with autism disorder
 - Sound knowledge of managing claims filing
 - Profound knowledge of various autism spectrum disorders
 - Ability to coordinate with individuals and prepare schedule
 - Ability to resolve various issues effectively
 - Proficient in various MS Office applications especially Word and Excel
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Professional Experience:

Autism Care Advocate
Lee Memorial Health System, Denver, CO
August 2012 – Present

Responsibilities:

- Coordinated with call center and responded to various member requests.
- Provided technical support to referrals and performed negotiations as per requirement.
- Identified any complex issues that are associated with Autism spectrum disorders.
- Provided authorization of behavioral health issues and ensured eligibility.
- Educated members and caregivers for various intervention programs.
- Analyzed treatment resources and educated caregivers for treatment plans.

Autism Care Advocate
Momentum Inc., Denver, CO
May 2009 – July 2012

Responsibilities:

- Coordinated with providers and identified the full range of benefits for health services.
 - Ensured optimal level of customer services through engagement providers.
 - Identified appropriate eligibility procedures and explained benefits to providers.
 - Developed and maintained clinical records to provide autism care for activities.
 - Coordinated with team and supervisors and prepared activities for case staffing.
 - Assisted management team members in various activities.
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Education:

Bachelor's Degree in Social Justice Studies
San Joaquin Delta College, Stockton, CA

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