
Chart Auditor Resume

Job Objective

To secure a position with a reputable company in which to exercise my knowledge and training as a Chart Auditor.

Summary of Qualifications:

- Remarkable experience in case management and in patient financial services
 - Good knowledge of charging and verifying internal documentations, APC payment structures and claim form
 - Strong Computer, audit, accounting, and medical records experience
 - Wide knowledge of medical terminology, anatomy, physiology and pathophysiology
 - Sound knowledge of CPT/HCPCS/ICD9 Coding
 - Outstanding ability to maintain confidentiality
 - Ability to generate reports on hospital integrated systems
 - Ability to read, write and follow written and verbal instructions
 - Strong organizational, customer service and communication skills
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Work Experience:

Chart Auditor, August 2005 – Present

CHW – St. Mary's Regional Medical Center, Milwaukee, WI

- Prepared requested audits after reviewing all accounts.
- Coordinated with all billing and audit activities.
- Conducted patient requested audits and responded to queries.
- Evaluated charging deficiencies and audited charts.
- Prepared random chart audits either concurrent or on retrospective basis.
- Ensured that appropriate payment has been made on the account based on verified benefits prior to audit.

Chart Auditor, May 2000 – July 2005

Connolly Healthcare, Milwaukee, WI

- Reported to the Revenue Audit Manager.
 - Reviewed patient billings for accurate billing, documentation.
 - Ensured that all discrepancies are communicated to appropriate departments.
 - Developed a concurrent audit utilizing the findings.
 - Managed to develop remedies for billing errors.
 - Performed related duties as needed.
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Education:

Bachelor's Degree in Business Administration, Middle Georgia College, Cochran, GA

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