
Credentialing Specialist Resume

Job Objective

Searching for the right company in which my training as a Credentialing Specialist can help the organization progress and increase the cliental.

Highlights of Qualifications:

- Remarkable experience in healthcare credentialing
 - Huge knowledge of Credentialing Accreditation
 - Deep knowledge of health care and credentialing industry
 - Familiarity with professional telephone etiquette
 - Amazing ability to work with minimal supervision
 - Outstanding ability to manage multiple tasks
 - Superior customer service skills
 - Excellent communication skills
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Professional Experience:

Credentialing Specialist

Tennessee-Nashville-Shared Services, Feather Sound, FL

May 2006 – Present

- Aided credentialing process and intermediary with MSO.
- Maintained all credentials files.
- Reviewed collection of information received.
- Analyzed potential red flags.

Credentialing Specialist

Scripps Mercy Hospital, Feather Sound, FL

March 2003 – April 2006

- Managed primary source verification of new applicants.
 - Maintained accurate updated database.
 - Imparted quality oversight and analysis.
 - Aided travel to facilities and participated in Credentialing meetings
 - Coordinated with Medical Staff Coordinators and Managers.
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Education:

Bachelor's Degree in Healthcare Management

Florida State University, Tallahassee, FL

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