
Insurance Billing Specialist Resume

Job Objective

Looking for work with your company as an Insurance Billing Specialist in the field to help further the company as well as my own experience.

Highlights of Qualifications:

- Remarkable experience in claims reimbursement
 - Huge knowledge of additional insurance payer's billing
 - Deep knowledge of medical billing and payer requirements
 - Familiarity with insurance industry
 - Amazing ability to obtain payer specific details
 - Outstanding ability to complete additional payer billing
 - Superior communication and interpersonal skills
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Professional Experience:

Insurance Billing Specialist
Air Methods, Rocky Mount, NC
May 2006 – Present

- Managed billing, follow-up and reimbursement of claims.
- Assessed accounts and gathered additional information.
- Aided rebills and ensured processing of appeals.
- Maintained online resources and workflow of accounts.
- Conducted structured reviews of accounts.

Insurance Billing Specialist
Frontline Source Group, Rocky Mount, NC
March 2003 – April 2006

- Proofread report and claim errors.
 - Scrutinized charges and coding for accuracy.
 - Edited charges and coding.
 - Managed electronic claims and filed rejected claims.
 - Maintained secondary Insurance claims.
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Education:

Bachelor's Degree in Business Administration
Anderson University, Anderson, IN

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