
Medical Claims Examiner Resume

Job Objective

Seeking work as a Medical Claims Examiner where my expertise can be utilized to their fullest potential to help company meet short and long-term goals.

Highlights of Qualifications:

- Remarkable experience in processing medical claims
 - Good understanding of medical terminology, HCPCS, PDR , CPT and ICD-9 codes
 - Extensive knowledge of appropriate health insurance principles
 - Thorough knowledge of subrogation, reinsurance, workman compensation, third party liability and coordination of benefits claims
 - Ability to analyze claims, set reserves, determine compensability and settle claims
 - Ability to resolve difficulties quickly
 - Ability to make decisions and institute change when appropriate
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Professional Experience:

Medical Claims Examiner, August 2005 – Present
Apollo Health Street, Detroit, MI

- Adjudicated medical and dental claims.
- Processed all types of pended claims.
- Handled customer service calls for both medical and dental claims status and coverage questions.
- Handled provider demographic up-dates to claims system.

Medical Claims Examiner, May 2000 – July 2005
Aerotek, Detroit, MI

- Examined, data enter, calculated and adjudicated insurance claims complying with federal, state and county laws, plan policy and company procedures.
 - Entered codes and verified data for computer processing.
 - Maintained individual production count.
 - Updated and maintained policy manual timely.
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Education:

Bachelor's Degree in Business Administration, Northern Michigan University, Marquette, MI

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