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## Medical Claims Examiner Resume

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### 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.

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### Highlights of Qualifications:

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- 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:

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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:

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

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