
Revenue Cycle Specialist Resume

Job Objective

To use my skills, training and experiences to secure a position as a Revenue Cycle Specialist with a reputable company in the business.

Highlights of Qualifications:

- Huge Revenue Cycle workflow consulting experience
 - In-depth knowledge of coding, billing and the Cleveland Clinic revenue cycle
 - Good understanding of insurance benefit plans and explanation of benefits
 - Comprehensive knowledge of the revenue cycle compliance and auditing processes
 - Ability to present information in one-on-one and group settings
 - Ability to communicate information in a professional and confident manner
 - Ability to prioritize work activities with minimal supervision
 - Proficient with PC, Word, Excel and Microsoft Access.
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Professional Experience:

Revenue Cycle Specialist
Mount Auburn Hospital, Birmingham, AL
May 2006 – Present

- Presented specialty reports to management, physicians and site associates.
- Facilitated communication and gave on-going education in the specialty areas of billing for department management.
- Collaborated with assigned clinical departments as needed.
- Maintained and upgraded coding tools and coding guidelines.

Revenue Cycle Specialist
Henry Ford Macomb Hospitals, Birmingham, AL
March 2003 – April 2006

- Provided codes descriptions accurately and in a timely manner.
 - Reviewed coding guidelines to solve sequencing issues.
 - Recognized conditions and procedures to be coded.
 - Collaborated with practice leaders, providers and residents to solve unclear and incomplete billing issues.
 - Checked demographic and insurance information of hospital based patients.
 - Attained referrals and authorizations for inpatient services when needed.
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Education:

Bachelor's Degree in Healthcare Management
Fisk University, Nashville, TN

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