

# Mary Medical

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## Summary

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Motivated medical billing and coding specialist with over five year of experience in the field. Highly skilled in analyzing and validating patient information, diagnoses, and billing date. Demonstrated leadership skills that enable the processing of high volume patient information to achieve revenue generation goals.

## Core Qualification

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- Quality Assurance and Auditing
- Medical Billing
- Medical Records Management
- Patient Confidentiality

## Professional Experience

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Hartford Medical Group Medical Biller	East Hartford, CT February 2014 - Present
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- Provided administrative support to physicians and interpret medical reports and data to assign codes
- Entered diagnosis codes and patient information into billing software
- Followed and maintained currency of coding, sequencing and procedures best practices and updates
- Reviewed and validated accuracy of charges, including dates of service, services provided, location, patient identification, and provider signature

Connecticut Children's Medical Center Medical Biller	East Hartford, CT February 2013 – February 2014
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- Collected, posted, and managed patient account payments
- Performed insurance verification, pre-certification, and pre-authorization
- Entered procedure and diagnoses and requisite patient information into billing software to streamline invoicing and account management
- Responded to staff and client inquiries regarding CPT and diagnoses codes

## Education

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American Institute Medical Coding and Billing Program	West Hartford, CT February 2013
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