

RAÑA

Transaction Processing New Associate

PROFILE

I am a Transaction Processing New Associate who specialize a processing data and resolve problems that ae data related.

I consider myself a responsible and orderly person.

CONTACT ME



➤ EDUCATION

2010-2014

Bachelor of Science in Information
Tchnology
2014-2018

➤ SKILLS

- Data Processing
- Networking and Troubleshooting
- Clerical Works
- Confident and hardworking that is committed to achieving excellence
- Excellent problem solving and analytical skills
- Knowledge in reviewing medical records
- Knowledge of coding ICD-9, ICD-10, HCPCS, and CPT
- Knowledge of Medical claim forms (HCFA and UB)

REFERENCE

[Redacted]

[Redacted]

[Redacted]

[Redacted]

➤ WORK EXPERIENCE

[Redacted]

[Redacted] - OJT

October 2017 - December 2018

[Redacted]

January 2019 - Present

Transaction Processing New Associate

Review and process assigned claims by navigating multiple system platforms and accurately capture the data/information necessary for processing (eg. Verifying pricing and prior authorization).

- Review claim forms for the accuracy of procedures, diagnosis, demographic, and insurance information as well as the other fields of CMS-1500 and UB-04.
- Examine and process medical claims. Professional, institutional, dental, vision claims, and other repricing claims, emergency room, outpatient lab and x-ray, third party liability (TPL), coordination of benefits, medicare, and surgery claims.
- Complete denial letters if it's determined that the claims should be denied.
- Creating letters to request medical records to the provider or member.