

We are a growing and progressive medical billing leader serving the medical industry. With our sustained growth, we continually look for experienced medical billing professionals and service oriented professionals seeking challenge and a desire to work for an industry leader. We are recruiting for the following positions:

Account Specialist III Insurance Follow-Up

Minimum of 2 years insurance follow-up work. Desired experience includes physician practice billing, including commercial accounts, Medicare, MediCal, HMO's, PPO's, IPA's, and Workers' Compensation. Multi specialty experience including OBGYN and MediCal is preferred. Must have experience in handling appeals, denials, and collections. Must be knowledgeable of related CPT, ICD-9, and E&M codes. Candidate must possess good computer skills with experience using Microsoft Word and Excel. Must also be experienced using medical billing software, as well as the Internet to follow-up with insurance claims. This position includes significant phone work requiring excellent communication, and interpersonal skills. Must be well-organized and detail oriented.

Account Specialist Charge Entry & Payment Posting

Requires a minimum of 1 year of physician practice billing. Experience with charge entry and/or payment posting experience. Requires knowledge of EOB's, CPT's, and ICD-9 codes.

All above positions offer Work-at-home opportunities.

BENEFITS:

Excellent pay & full benefits, Including: medical, dental, life and AD&D insurance, STD and LTD insurance, profit sharing, and matching 401(k). Work at-home opportunity available.

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An Equal Opportunity Employer

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