



<https://www.halostaffing.com/position/medical-biller-and-collector-2/>

Medical Biller and Collector

Description

Busy Orthopedic Medical Group currently seeking an experienced Medical Biller and Collector.

Responsibilities

- Preparing, reviewing, and transmitting claims using billing software, including electronic and paper claim processing.
- Following up on unpaid claims within standard billing cycle timeframe.
- Checking each payment for accuracy and compliance with contract discount.
- Calling insurance companies regarding any discrepancy in payments if necessary
- Reviewing accounts for insurance of patient follow-up.
- Researching and appealing denied bills.
- Answering all patient or insurance telephone inquiries pertaining to assigned accounts.
- Setting up patient payment plans and work collection accounts.
- Updating cash spreadsheets and running collection reports.

Qualifications

Minimum of 2 years of Medical Billing experience

Minimum of 2 years of Medical Collections experience

Minimum of 1 year of Orthopedics

Minimum level of education High school or equivalent

Job Benefits

Health insurance
Dental insurance
Vision insurance
Retirement plan

Hiring organization

HALO Staffing Group

Employment Type

Full-time, Temporary to Permanent

Beginning of employment

3/23/2020

Duration of employment

Long Term

Industry

Healthcare/ Medical Office

Job Location

92501, Riverside, CA

Working Hours

8 am to 5 pm

Base Salary

\$ 16 - \$ 18

Date posted

March 12, 2020

Valid through

19.06.2020