



<https://www.halostaffing.com/position/medical-biller-and-collector-7-2-2-3/>

Medical Biller and Collector

Description

Medical Biller and Collector needed for busy surgery group

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.

Will also provide excellent customer service when interacting with patients regarding their bills and insurance coverage. We need a team-player that enjoys being a medical professional.

Qualifications

- Minimum of 2 years recent medical billing and collection experience
- Completion of a Medical Billing and Course
- Knowledge of full cycle medical billing

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

5/18/2020

Duration of employment

Long Term

Industry

Healthcare/ Medical Office

Job Location

Tarzana, CA

Working Hours

Full Time: Monday – Friday

Base Salary

\$ 15 - \$ 18

Date posted

May 12, 2020

Valid through

17.07.2020