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# Example of Health Information Technician Cover Letter

1687 Lieselotte Shore  
South Damonland, WA 07516

**Dear Skyler Grimes,**

Please consider me for the health information technician opportunity. I am including my resume that lists my qualifications and experience.

In my previous role, I was responsible for technical and logistical support of the UWITS Billing Module, HIPAA electronic document interchange (EDI) formats and exchanges.

Please consider my qualifications and experience:

* Knowledge of computer technology, spreadsheet and data base applications and other programs for computer based medical record systems
* Written and oral communication skills that are easily understood and exhibit a positive message
* Knowledge of medical terminology, medical ethics, health facility organization, management and applicable statistical methods
* Skilled in the use of Microsoft Office Products, particularly Word, Excel, and Access
* Current RHIT or RHIA credential
* Experience in a medical records/HIT environment of a healthcare facility
* Knowledge of medical report preparation methods and procedures
* RHIT/RHIA Certification

**Thank you for taking your time to review my application.**

Sincerely,

Sutton Bayer