

Appeals Coordinator Cover Letter

257 Rath SummitShannaport, MO 88974

Dear Greer Ondricka,

Please consider me for the appeals coordinator opportunity. I am including my resume that lists my qualifications and experience.

In my previous role, I was responsible for word processing assistance to prepare reports, general correspondence, and other types of printed reports and materials.

My experience is an excellent fit for the list of requirements in this job:

- Experience with reimbursement instruments (standard claim forms) and medical claims handling (provider or payor) preferred
- Knowledge of industry terminology (CPT and ICD-9 codes) preferred
- Knowledge and experience with computer software, including Microsoft Word
- Knowledge of applicable medical coding/procedure codes, such as ICD-9 and CPT
- Experience in Utilization or Medical Review
- Experience with MHC, Hyperspace and IRCS
- Knowledge of local, state, federal and NCQA regulatory requirements for appeal processes
- Computer literate (Windows 95 and Microsoft Office 97)

Thank you for your time and consideration.

Sincerely,

Bellamy Miller