

Credentialing Coordinator Cover Letter

28695 Gaylene WellCarrollbury, MS 09860-6949

Dear Lennon Thompson,

I would like to submit my application for the credentialing coordinator opening. Please accept this letter and the attached resume.

Previously, I was responsible for on-site consultations with regards to credentialing and privileging practices & services; prepares/conducts credentialing & privileging orientations & provides updates as appropriate on new policies/procedures.

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

- Able to work with minimal supervision and under pressure
- Establishes and maintains long-term customer relationships by building trust and respect
- Articulates knowledge and understanding of organizational policies, procedures, systems
- Knowledge of accepted practices related to primary source verification
- Manual Dexterity, Seeing
- Certified Professional Medical Services Management (CPMSM) by the National Association of Medical Staff Services.Associates
- Or Certified Provider Credentialing Specialist (CPCS) by the National Association of Medical Staff Services.Associates
- Proficient in word processing and database applications e-mail, calendaring and internet tools

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Sutton Gerlach