

Medical Records Specialist Cover Letter

51192 Lita JunctionPort Melodeeport, OH 79007-9875

Dear Dakota Kessler,

I am excited to be applying for the position of medical records specialist. Please accept this letter and the attached resume as my interest in this position.

In my previous role, I was responsible for advice and recommend on pertinent accountability procedures and policies, discrepancies of information and divergence from regulations.

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

- Knowledgable of state specific guidelines for adults and minors
- General educational background at the high school level, including math, English, keyboarding and general business or equivalent vocational training or experience
- Understand FERPA/HIPAA laws and have basic medical insurance understanding
- Variable hours during evenings and Saturdays
- Abides by all of the applicable policies, procedures and guidelines of NorthShore University HealthSystem and assists in the administration of the NorthShore University HealthSystem Corporate Compliance Plan
- Complete the entire HQPAF process
- Technology software experience with Electronic Medical Record vendors
- Training, education or former experience in the Healthcare Industry

Thank you for considering me to become a member of your team.

Sincerely,

Indigo Stiedemann