

Patient Accounts Rep Cover Letter

7396 Sana Stravenue Julianborough, MS 89987

Dear Armani Sanford,

I would like to submit my application for the patient accounts rep opening. Please accept this letter and the attached resume.

Previously, I was responsible for leadership and direction for clear concise documentation of patient progress and assists with monitoring of staff compliance with documentation guidelines, billing, rules and regulations.

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

- Familiar with medical/AR terminology
- Experience with insurance/patient refunds preferred
- Previous hospital billing experience preferred
- Knowledge of coordination of benefits rules along with insurance contracts and payment rates
- Review and work the Bill Selection Error Report daily to ensure accurate and timely billing
- Knowledge of patient accounting system, documentation of patient and insurance collections
- Knowledge of Medicare and Medicaid billing requirements
- Knowledge of third party insurance electronic and paper billing rules and regulations

Thank you in advance for reviewing my candidacy for this position.

Sincerely,

Sawyer Crooks