

# Patient Financial Services Cover Letter

3998 Pierre Freeway South Tijuana, AK 64315

**Dear Jordan Littel,**

I submit this application to express my sincere interest in the patient financial services position.

In my previous role, I was responsible for quality customer service, being a front line problem solver, addressing issues, trading strategies, market terminology, account status or any concerns they may have.

Please consider my qualifications and experience:

- Professional skill in Excel and other business software
- Knowledge of Kaiser Fee Schedule
- Knowledge of Kaiser Accounts Receivable systems
- Knowledge of billing requirements, coverage and benefits of private health insurers, federal and state agencies
- To be able to perform complex detailed, confidential work in a highly distracting environment
- Knowledge of all state, federal and third-party billing/registration regulations and requirements
- Familiarity with Credit & Collection policies/Fair Debt Collection law
- Requires knowledge and use of reference materials as provided in a multi-faceted environment manuals, memos policies and procedures

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

Sincerely,

Emerson Murphy