

Patient Representative Cover Letter

435 Will Falls East Geoffrey, MD 71130-9922

Dear Rowan McLaughlin,

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

Previously, I was responsible for detailed notes in the MEMO tab in the SDS (Point of Sale) system, to communicate findings to retail associate and maintains notes in the Footprints system to track calls and purpose of calls.

Please consider my qualifications and experience:

- Working knowledge of the Billing or Registration system preferred
- Excellent customer-focused behaviors
- Prior coding experience is preferred
- Knowledge of healthcare insurance eligibility
- Cashier and computer skills preferred
- Working knowledge of the IDX System preferred
- Bilingual preferred (especially in Spanish and Polish)
- HS Diploma for GED

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

Sincerely,

Dakota Hartmann