

# Patient Services Associate Cover Letter

13101 Lashell Mountains Robertsmouth, MT 76319

**Dear Parker Windler,**

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

Previously, I was responsible for guidance to department staff members on University and Business Office policies and procedures.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Team player, professional and positive image, motivated self-starter
- Knowledge of health system policies and procedures
- Knowledge of medical terminology, cardiology coding, office billing forms, insurance and government payer regulations and other third party billing requirements preferred
- Strong multi-tasking abilities and communication skills
- Knowledge of front end systems (MiChart/Epic, RIS- Radiology Information System, LifelImage)
- PSAs are trained to respond to the needs of our clinicians, the varied needs of a large patient population
- MiChart access
- Optime scheduling access

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

Sincerely,

Azariah Fritsch