

Provider Relations Advocate Cover Letter

3337 Orn Loop
Dodiefort, MI 62381

Dear Baylor Boehm,

I would like to submit my application for the provider relations advocate opening. Please accept this letter and the attached resume.

In the previous role, I was responsible for oversight on inquiries and claims issues and follows up with providers to ensure problems have been resolved.

Please consider my qualifications and experience:

- Experience working with UHG Claim and Provider Systems (NDB, Facets)
- Experience working with UHG Claim and Provider Systems (NDB, COSMOS, Facets)
- Understanding and comfort with working in complex data systems (such as Provider Express, Facets, Cosmos)
- Experience with Medicaid regulations highly preferred
- Proficiency of MS Outlook (send calendar invites, send WebEx meetings)
- Customer service or health care experience preferred
- Knowledge of the health insurance industry and plans
- Solid time management with effective follow-through and organization skills

I really appreciate you taking the time to review my application for the position of provider relations advocate.

Sincerely,

Tatum Gottlieb