

# Referral Cover Letter

318 Dayna Roads Kshlerinbury, CA 52812-5998

**Dear Emerson Batz,**

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

Previously, I was responsible for specific medical information to financial services to maximize reimbursement to the hospital and physicians.

Please consider my qualifications and experience:

- Prefer knowledge of automated medical records system
- Keyboarding/windows skills
- Front Desk calls
- Knowledge and skills necessary to provide care appropriate to the age of the patients
- Functional and technical understanding of applicable scheduling and billing software, Internet, Excel, Word, email, and web based applications
- Knowledge of ICD-10 and CPT codes for the purpose of authorizations
- Knowledge of insurance plans and their rules
- Bilingual or fluency in other languages

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

Sincerely,

Royal Kassulke