



Example of Insurance Verification Specialist Job Description

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Our innovative and growing company is searching for experienced candidates for the position of insurance verification specialist. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for insurance verification specialist

- Coordinate efforts to increase access to & awareness of CGM with Insurance Companies
- Review payer document requirements and provide the Regional Account Directors with data to support broader access to CGM therapy
- Producing Independent Pricing Verification of Insurance Solutions products (Pensions, life settlement, XXX/AXXX)
- Analysing complex pricing
- Communicating effectively with Management, the Trading Desk, Market Risk and Finance
- Ensuring Process Improvement
- Training and management of junior team members
- Working on projects within the wider group and cross functions
- Secure appropriate patient account reimbursement by obtaining complex demographic, insurance, and medical information
- Identify services requiring authorization for treatment, and ensuring the required authorizations are in place

Qualifications for insurance verification specialist

- Must be able to handle multiple tasks and organize multiple files simultaneously

- Must be able to manage timely follow up on all prior authorizations and remain diligent until a determination is received
- Ability to think in an anticipatory way, one step ahead of the process
- Must know how to prioritize patient files on a daily and monthly basis
- Be able to work with monthly quotas, quarterly quotas, yearly quotas