

4/5 1pm

Catherine Benson

Billing Specialist

Rochester, MN

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+1 507 358 7230

To utilize my skills in an office where I continue to grow, providing results and developing a professional career.

Willing to relocate to: Rochester, MN - -

Authorized to work in the US for any employer

Work Experience

Billing Specialist

Bluestem Center for Child and Family Development - Rochester, MN

- Administered proficient work examining ICD-9 diagnosis and HCPC medical coding.
- Handled primary and secondary insurance claims processing with expertise.
- Facilitated customer service.
- Initiated judgment calls.
- Scheduled patient appointments.
- Filed patient charts.
- Organized providers patient schedules.
- Reviewed and assisted approval of referral authorizations.
- Performed duties within the guidelines set for medical criteria, policy and procedures.

Waitress

Valley Diner - Apple Valley, MN

- Greeting customers
- Taking food/beverage orders
- Counting credit cards and cash
- Answering phones
- Cleaning restaurant

Education

High School Diploma in Generals

John Marshall High School - Rochester, MN

June 1997

Skills

- ICD-9
- Research & Development
- Medical Billing

- Customer service
- Account reconciliation
- Insurance Verification

Certifications and Licenses

Microsoft Excel