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**AHMAD WAQAS**

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**LOCATION: RAWALPINDI/PAKISTAN**

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**Summary**

Detail-oriented medical billing specialist with 3 Years of experience managing Medical Insurance claims. Payment posting

Investigate and resolves Insurance Company dispute and communicates with insurance and patientsregarding account balances and claim statuses.

**Highlights**

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| * **Charges** | * **Revenue/Forecasting** |
| * **Payment posting** | * **Collection reports** |
| * **Account receivable** | * **Patient calls** |
| * **Patient statement** | * **Risk Assessment** |
| * **Bad debts** | * **Reporting** |

**Experience**

**ACCOUNT MANAGER OPERATIONS AUGUST 2018 TO PRESENT**

**MTBC, Bellmedex**

* Answering all patient or insurance telephone inquiries pertaining to assigned accounts.
* Excellent approach to handle calls from patients, insurances and Doctors.
* Excellent command on email reporting and work progress reporting.
* Checking eligibility and benefits verification for treatments, hospitalizations, and procedures.
* Reviewing patient bills for accuracy and completeness, and obtaining any missing information.
* Following up on unpaid claims within standard billing cycle timeframe.
* Identifying and billing secondary or tertiary insurances.
* Reviewing accounts for insurance of patient follow-up.
* Payment posting and send claims to secondary and tertiary insurances.
* Add denials and put patient responsibility in respective copay, coinsurance and deductible columns
* Setting up patient payment plans and work collection accounts*.*
* To analyze clearing house, ERA and EOB rejections and providing viable solutions where possible.
* To coordinate with respective AR team leads for effective practice management
* Must possess expert-level knowledge of full Revenue Cycle Management.
* Capable of managing accounts receivable with multiple third party managed care contracts.
* Thorough verification of EDI files and coordination with the corporate office on paper claims printing in case of any issue.

**Education**

* Bachelors of Mechanical Engineering **2010-2014**
* International Islamic University Islamabad
* Approved by Pakistan Engineering Council

**Projects**

* **Nephrology (NOKS) collection 500k**
* **Functional vida chiropractic**