

ROBERT SMITH

Sr. Credentialing Manager

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

22-year Progressive and Productive Healthcare Career working with Managed Care, Account Leadership, Solid Revenue Growth, Solid Internal & External Customer Relations, Strong Organizational and Communication Skills, Exceptional ability to Multitask. Strong background in CPT & ICD-9 coding, Medical and Remote Insurance Billing, HIPAA Certified & Compliant.

CORE COMPETENCIES

Excel Sheets And Word 2013, Advanced MD Medical Software, Lytec Software, Practice Point Manager 6.5, Medical Manager, Next Gen Medical Software.

PROFESSIONAL EXPERIENCE

Sr. Credentialing Manager

ABC Corporation - May 2013 – February 2020

Key Deliverables:

- Negotiated all contracts from Ins payers.
- Reviewed all applications are accuracy.
- Coordinated, developed monitored, and maintained the credentialing process.
- Updated and maintained all applicable provider numbers in the system database.
- Maintained a network of relationships with third party and government payors and the regional sales staff located nationwide.
- Ensured that all licensure, certifications and accreditations processes and procedures were completed and maintained in accordance with established regulatory, compliance and policy requirements for all 50 states.
- Prepared electronic submissions and remittances with all contracted and non-contracted payors.

Credentialing Manager

Delta Corporation - 2008 – 2013

Key Deliverables:

- Oversee a team of 15 radiologists and five credentialing specialists countracted to multiple regional hospitals to interpret radiology images; .
- Perform 20 annual reviews and audits of existing delegated credentialing agreements, making modifications based on standards during contract .
- Handle the current and updated regulatory accreditation requirements in accordance with the American College of Radiology accreditations.
- Train staff on industry changes during regular Medicare seminars.
- TASK SUMMARY SUPERVISING, EVALUATING, TRAINING, COORDINATING, & MONITORING - Conducts regular meetings with staff, providers, and committee chair - .
- current position) Credentialing Team Leader Delegated Oversight Coordinator.
- This is Dummy Description data, Replace with job description relevant to your current role.

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EDUCATION

- Completed 30Hrs towards my Accounting Degree in Accounting - 1994(Tarrant County College - Fort Worth, TX)