

LIAM ANDERSON

Insurance Claims Specialist

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PROFESSIONAL SUMMARY

Dedicated Insurance Claims Specialist with two years of experience in efficiently managing claims processes. Proven ability to analyze and resolve issues while communicating effectively with clients and insurance providers. Committed to delivering exceptional service and ensuring accurate claims handling to support organizational goals.

WORK EXPERIENCE

Insurance Claims Specialist

Blue Sky Innovations

📅 Feb / 2024-Ongoing
📍 Chicago, IL

- 1. Managed inbound inquiries regarding insurance claims, providing accurate information and support.
- 2. Conducted thorough follow-ups on claims submissions, ensuring timely resolution of billing issues.
- 3. Evaluated claims for compliance with policies and procedures, enhancing accuracy and efficiency.
- 4. Collaborated with healthcare providers and insurance companies to resolve discrepancies.
- 5. Maintained meticulous records of claims and communications to support audits.
- 6. Utilized claims management software for accurate data entry and tracking.
- 7. Provided exceptional customer service, addressing concerns and enhancing patient satisfaction.

Insurance Claims Specialist

Silver Lake Enterprises

📅 Feb / 2023-Feb / 2024
📍 Seattle, WA

- 1. Initiated and maintained communication with insurance carriers to expedite claim resolutions.
- 2. Performed detailed follow-up on outstanding claims, ensuring timely processing.
- 3. Analyzed reports to identify trends in claim denials, proposing solutions to reduce issues.
- 4. Completed and submitted insurance forms accurately to facilitate quick processing.
- 5. Corrected coding errors on claims to ensure compliance with billing standards.
- 6. Responded promptly to inquiries from patients and healthcare providers regarding claims.

EDUCATION

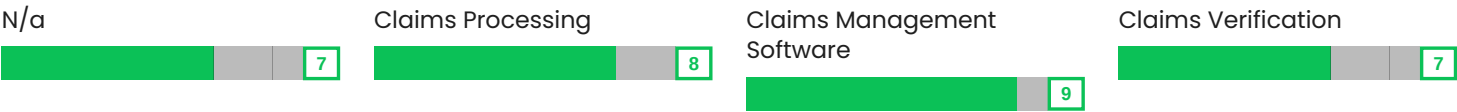
Associate of Science in Health Information Technology

Springfield Community College

📅 Feb / 2022-Feb / 2023
📍 Phoenix, AZ

Focused on health information management, including coding and billing practices.

SKILLS



ACHIEVEMENTS

- 🌟 Successfully processed over 300 insurance claims monthly with a 98% accuracy rate.
- 🌟 Resolved 95% of claims denials within the first contact, enhancing client satisfaction.
- 🌟 Developed a tracking system that reduced claim processing time by 20%.