



Patient Account Representative

Job ID: Patient Account Representative

Location: Northwest

Position Type: Full-Time

Job Summary:

- Follow up with Insurance Companies on claim status
- Processing appeals and denied claims
- Notifying patients co-pay and deductibles prior to surgery
- Obtain insurance verification, eligibility and authorizations
- Knowledge of Insurance Companies
- Back up to Clerical Departments

Work Experience Requirements:

- Highly organized with ability to multi-task
- Great people skills
- Bilingual preferred

Education Requirements:

- High School Diploma or equivalent