

Patient Accounts Specialist – Workers' Com

Full Time

Responsibilities: Processes claims for proper reimbursement. Posts payments and adjustments to patient accounts.

Researches EOB's on rejected claims. Negotiates with insurance company for workers compensation approval.

Scrutinizes charge entry sheets for accuracy. Performs related work as required. Ability to manage multiple tasks and projects. Familiar with CPT & ICD-9 billing.

Minimum Qualifications: Previous experience in medical billing. Proficient computer skills. Excellent customer service skills.

If you are interested in applying for a position, please submit your resume to New England Orthopedic Surgeons, 300 Birnie Ave, Suite 201, Springfield, MA 01107, Attn: Director, Human Resources, or email humanresources@neortho.com or fax to 413-788-0840.