



RITURAJ JAKHWAL

Medical Process Associate

About Me

2+ years of experience in field of Medical billing as a process associate. Looking to obtain leadership position that applies creative problem-solving and lean management skills to a growing company to achieve the goals of organization according to their vision and mission.



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406 Veena Nagar, Udaipur(Raj)

LANGUAGE

- English
- Hindi

EXPERTISE

- Management Skills
- Creativity
- Critical Thinking
- Attention to Detail
- Adaptability

EXPERIENCE

KVN Solutions
Udaipur - Rajasthan
2021 - Current

- Oversee daily Billing Department functions, including medical coding, charge entry, claims, payment posting, and reimbursement management.
- Examine patients' encounter forms to verify diagnosis codes and reconcile codes against services rendered.
- Accurately input procedure and diagnosis codes into billing software to generate invoices.
- Used electronic charge capture practices such as billing and account receivables (BAR) system and medical billing clearinghouse accounts to submit codes and invoices on time.
- Follow up on past due invoices and delinquent accounts to reduce number of unpaid and outstanding balances.
- Document patient data and medical records and perform routine medical record audits to comply with insurance company requirements.
- Uphold and reinforce compliance with hospital policies and federal regulations such as HIPAA.

EDUCATION

Bhopal Nobel's University
Master's in computer science
2018-2021

Mohan Lal Sukhadiya University
Bachelor's in computer science
2016-2018

SKILLS

Medical Billing  78 %

Data Research And Analysis  81 %