

## ***Medicare Biller***

### ***Position Qualifications***

- Must be available for 90% travel
- 5+ years recent experience in working directly with Medicare institutional (UB04) and professional (1500) claims.
- Must understand Medicare primary and secondary billing requirements for acute hospital inpatient and outpatient claims.
- Extensive knowledge and recent experience in working claims in Medicare DDE system, to include keying claims, verifying eligibility, working RTP claims, keying claim corrections and voids and checking claim status.
- General knowledge of basic coding, such as Revenue Codes, HCPCS codes, modifiers and CPT codes, along with all coding required specifically for Medicare claims, such as Condition Codes, Value Codes, etc.

### ***Technical Skill Set***

- Proficient in Microsoft Word and Excel
- General knowledge of patient accounting systems

### ***Desirable Personality Traits:***

- Organized
- Ability to work independently
- Flexible
- Ability to handle deadlines
- Team player
- Dependable
- Good verbal and written communication skills
- Professional and ethical behavior

