

# Medical Claims Examiner Job Description

Our innovative and growing company is hiring for a medical claims examiner. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for medical claims examiner

- Researches and investigates high complexity claims to determine if claims are both payable to our providers and invoiceable to our contractor in accordance with various policy provisions
- Responsible for generating requests for additional information required to process a claim (i.e., incomplete authorization information, processing new provider and vendors)
- Responsible to determine if correct billing/coding requirements have been met
- Verifies payment and invoicing amounts are accurate, by analyzing claim extracts and utilizing systems, tools and resources available
- Performs routine and random sampling audits of adjudicated claims to identify inaccurate claims adjudication
- Researches, trouble shoot and resolve errors and problem areas in claims entry and processing
- Identifies prevalent trends for inaccurate claims processing and adjudication
- Assists in the development of action plans to address quality deficiencies
- Works with community-based providers to stimulate the billing process by reviewing records to maintain documentation of outstanding charges
- Identifies and communicates claims system and/or billing problems to Manager

## Qualifications for medical claims examiner

- 3 years Professional and Institutional Claims experience
- Requires 3+ years experience working as an actual "Claims Examiner" in a Managed Care environment
- 3 years of experience working with various fee schedules (i.e., CMS, Medical)
- 10 years claims adjudication
- Two or more years managed care experience in Prior Authorization or Claim Review
- 3-5 years nursing experience or other equivalent hands-on medical industry experience

# Medical Claims Examiner Study Guide

**Arthur Albert Stevens**

## **Medical Claims Examiner Study Guide:**

**A Case Manager's Study Guide** Denise Fattorusso,Campion Quinn,2012-06-25 Review Guides Certification Prep Pocket Guides    **Book Alone: Case Manager's Study Guide** Denise Fattorusso,Campion E. Quinn,2012-06-25    **Medical Claims Processor - The Comprehensive Guide** DEAN STRATTON, Unlock the world of healthcare administration with Medical Claims Processor The Comprehensive Guide a step by step handbook for mastering the essential skills of medical billing insurance verification and claims management Perfect for beginners career changers and professionals seeking advancement this guide simplifies complex terminology and processes with real world examples interactive checklists and insider tips Explore every stage of the medical claims cycle from patient intake and coding accuracy to payer communication and denial resolution Learn how to navigate compliance standards like HIPAA and ICD 10 avoid costly processing errors and streamline reimbursement timelines Each chapter blends practical insights with hypothetical scenarios that mirror real healthcare environments helping readers build confidence and precision in their daily workflow Whether you're preparing for a certification managing a billing department or starting your own medical claims business this guide equips you with the strategies ethics and tools to thrive in today's dynamic healthcare landscape Ideal for medical office staff healthcare students and entrepreneurs aiming to understand the financial backbone of clinical operations    **Guide to Health Claims**

**Examinations** Insurance Career Development Center Staff,Caitlind L. Alexander,Insurance Career Development Center,1994-12    *Index-catalogue of the Library of the Surgeon General's Office, United States Army (Army Medical Library)*. Army Medical Library (U.S.),National Library of Medicine (U.S.),1945 Collection of incunabula and early medical prints in the library of the Surgeon general's office U S Army Ser 3 v 10 p 1415 1436    **Index-catalogue of the Library of the Surgeon-General's Office, United States Army** National Library of Medicine (U.S.),1945    **Health Insurance Nuts and Bolts Study Guide** ,2001    **Guide to Health Claims Examining** ICDC Publishing, Inc,2007 This comprehensive text

presents the principles and theories behind health claims examining It builds a complete understanding of all the skills necessary to process pay and apply claims as an examiner accurately and consistently Highlights include Learning objectives that identify key skills and concepts On the Job Now Professional self assessment sections Practice Pitfalls Bad habits to avoid in the workplace Chapter review questions and in text exercises This book should be used in conjunction with the workbook The Practice of Health Claims Examining Second Edition which simulates daily duties as if the student were working for an insurance carrier Book jacket    *A Manual of Medical Jurisprudence and Toxicology* Henry Cadwalader Chapman,1892    **A Manual of the Practice of Medicine** Arthur Albert Stevens,1893    **Guide to Medical Billing**

Insurance career development,1994-10    **Medical Board Quizzer** Arco Publishing Company,1964    *May's British and Irish Press Guide* ,1900    *Essentials of Practice of Medicine* Henry Morris,1891    **Essentials of Gynaecology** Edwin Bradford Cragin,1891    **Essentials of legal medicine, toxicology and hygiene** Charles Edward Armand Semple,1892    **Essentials of**

*bacteriology* Michael Valentine Ball,1893      Correction Officer; a Complete Study Guide for Scoring High on the Exam  
David Reuben Turner,1966      **The Medical Examiner and General Practitioner** ,1899      **Medical record** ,1889

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