PALASAMU VAMSHI KRISHNA
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12/03/2000

OBJECTIVE

As a Payment Posting Specialist. responsible for Checking the adjustment ledger report of all things posted the prior business day. Obtaining payment batch information from the lockbox. EFT's. or payment navigator.

EXPERIENCE

- IKS 2023 - 2024
  Junior revenue cycle representative
  Role and Responsibilities
  Responsible for timely and accurate posting of payments and adjustments to all patient accounts.
  Interpreted the explanation for benefits (EOB) and balance transfers money to the secondary insurance or patient liability.
  Accountable for daily balancing and tracking of cash and adjustment posting.
  Balanced summary activity in the patient accounting system and reconciles the unapplied cash account on a daily basis.
  Posted denial information.
  Researched credit balances and processes refunds or transfers to the appropriate party on a weekly basis or according to clinic/department-specific guidelines.
  Submitted refunds/transfers with supporting documentation in the proper order for processing to the supervisor.

EDUCATION

- DR.BR AMBEDKAR INSTITUTE OF MANAGEMENT AND TECHNOLOGY 2021
  Bachelor of degree (B.sc- Mpcs)
  7.2

SKILLS

- Mircosoft Office. Account Management. Multitasking
  payment posting

PROJECTS

- CMM (Care Mount Medical care)
  Role and Responsibilities
  Worked on Nextgen
  Understood and able to interpret insurance Explanation of Benefits (EOBs) Remittances Advice.
  Posted patient payments to accounts.
  Posted insurance payments and adjustments to patient accounts according to client contractual agreements.
  Posted denial codes to patient accounts when received from insurance EOB'S and refer accounts as necessary to management.
  Researched payments not appropriately identified and/or posted to accounts.
  Identified and referred reimbursement/denial trends to the supervisor.
  Balanced each batch posted and log for daily balancing purposes

SUMMARY

- Prints ERAs daily for any funds received via EFT. from either clearinghouse or carrier sites
  Logs EFT payments on daily batch sheet
  Receives incoming mail. separates and distributes to appropriate personnel
  Totals payments received and balances with accounting
  Logs mail payments received on daily balance sheet
  Conducts self in accordance with Alere's employee manual
  Allocate payments. rejections and adjustments from complex payer sources subject to individual carrier guidelines. fee schedules. contracts and government regulations. Research and determine cause(s) for electronic files to be out of balance. Reconcile posted payments to batch control totals