

Medical Biller Needed

We are seeking a part-time medical biller at a well-established and respected office in Grand Haven, MI.

Position includes the following responsibilities:

- Medical billing, both electronic and paper to multiple insurance companies, including auto and worker's comp.
- Benefit checks.
- Billing statements and handling accounts receivable.
- Follow-up calls to insurance companies and patients.
- Review EOBs and post insurance payments
- Request prior authorizations/extensions
- Audit route slips and fee postings.
- Handle patient inquiries regarding accounts.
- Transfer collection cases to third party collection agency.

Specialized training in chiropractic office knowledge will be provided.

Please call/send resume to:

Brusveen Chiropractic Clinic & Therapy
17040 Robbins Rd, Grand Haven MI 49417
(616)-846-7300
brusveenchiropractic@gmail.com