

Home Health and Hospice Biller

We offer an exciting and progressive professional environment that encourages collaboration, innovation, and work/life balance. This is a **remote position** with excellent compensation and benefits. If you meet the qualifications within this job description, are a self-starter, and are a team-oriented person with exceptional customer service skills, we want you!

Essential Job Requirements:

- ❖ Processing, monitoring, and collecting of Medicare, Medicaid, Part B, and other commercial insurance claims in accordance with payer requirements
- ❖ Verifying accuracy of billing data and revising any errors
- ❖ Importing/posting payments from all payer types
- ❖ Ensuring timely resolution of claims, including appeals
- ❖ Following up on accounts for billing and on overdue accounts for collections via phone calls, re-submissions, and adjustments for billing errors
- ❖ Preferred knowledge of various EMR systems (Kinnser/Wellsky, HCHB, Axxess, Netsmart, etc.)
- ❖ Up to date on Home Health PDGM Billing

Important Skills:

- ❖ Demonstrates initiative, positivity, and a willingness to go above and beyond
- ❖ Embraces a team-oriented approach, showing respect for colleagues and a passion for customer service and success
- ❖ Maintains a professional attitude, excellent in written and verbal communication, and serves as a valuable resource to clients
- ❖ Punctual, honest, and results-focused
- ❖ Exhibits strong organizational skills, high accountability, and thrives in deadline-driven environments
- ❖ Adaptable and confident, able to transition quickly and prioritize assignments effectively

Minimum Qualifications:

- ❖ Authorized to work in the US
- ❖ Experienced biller with a knowledge of DDE, Zirmed/Waystar, esolutions, Ability, and other common clearinghouses
- ❖ Ability to work with multiple, diverse clients and on various projects simultaneously

- ❖ Possess exceptional computer skills including the Microsoft suite of products and patient accounting software
- ❖ Must have designated workspace free from noise and distraction

Education & Experience:

- ❖ Minimum of 2 years of home health & hospice billing experience
- ❖ Experience with Intake processes is a plus

HealthRev Partners is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, pregnancy, sexual orientation, gender identity, national origin, age, protected veteran status, or disability status. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.