

## **Ambulance Medicare and Commercial Billing Specialist**

Apex Paramedics - Denver, CO

\$19-\$21/hr

Apex Paramedics is growing! We are looking for people with a background in commercial insurance, Medicare and Medicaid billing. The experience needed includes insurance verification, claims processing and insurance follow-up. Apex Paramedics offers a robust benefit package, newly renovated office space (including a gym for all employees!), potential to work remotely, and a warm and inviting work culture. If you like to work with fun people and align with our core values of honesty, accountability, and service please apply!

Salary commensurate with experience.

### **Essential Job Functions May Include the Following**

- Following up on unpaid and denied insurance claims
- Verifying insurance benefits for eligibility
- Outbound calls to insurance companies and patients
- Collecting and/or creating payment arrangements for unpaid balances

### **Education or Certification**

- High School Diploma or GED required
- Ambulance/Medical Billing or Coding Certification a plus

### **Experience and Skills**

- 1-2 years of experience in medical billing (ambulance billing a plus)
- Strong interpersonal skills and a positive attitude
- Strong attention to detail
- Excellent verbal and written communication skills
- Knowledge of PC applications (Windows)
- Bilingual (Spanish/English) a plus