



Physician Services

COMPANY: Physicians Services

JOB TITLE: Medical Biller

JOB TYPE: Full-Time

LOCATION: Remote

Overview:

Physicians Services seeks a detail-oriented and highly organized Medical Biller to join our team. The successful candidate will be responsible for accurately and efficiently processing medical claims and ensuring timely reimbursement for our clients. Chiropractic billing experience is a plus.

Responsibilities:

Review billing codes and treatment codes in billing software and submit claims to the clearing house.

Handle all rejections of claims from the clearing house and ensure that all claims accepted are processed so that the provider quickly receives payments. Following up on outstanding claims and denials, making appropriate notes in billing software of status calls, and getting claims paid. Communicating with healthcare providers and office staff to obtain necessary documentation and resolve billing issues.

Qualifications:

- A high school diploma or equivalent is required; an associate or bachelor's degree in healthcare administration or a related field is preferred.
- 2+ years of experience in medical billing, with a strong understanding of medical billing codes, insurance guidelines, and regulations.
- Proficient in medical billing software and electronic billing systems.
- Strong analytical and problem-solving skills, with the ability to prioritize and multitask in a fast-paced environment.
- Excellent communication and interpersonal skills, with the ability to work collaboratively with healthcare providers, insurance companies, and patients.
- Ability to maintain confidentiality and adhere to HIPAA regulations.
- Experience in Chirotouch, Eclipse a plus

Other:

- Has a billing and accounts receivable background with at least 2-3 years of experience.
- Is open to learning new software and technologies related to billing and accounting.
- Is highly organized, detail-oriented, and able to prioritize tasks effectively.
- Is comfortable communicating with clients and vendors over the phone and via email.
- Can work independently and efficiently from a home office setup, with a reliable internet connection and access to necessary equipment (computer, printer, etc.).
- Has a flexible schedule and can work occasional evenings or weekends if needed.
- Has a positive, can-do attitude and willingness to take on new challenges.
- Is comfortable working with sensitive financial information and maintaining strict confidentiality.
- Is a team player who can collaborate effectively with colleagues and supervisors, even in a remote work environment.
- Is committed to delivering high-quality work on time and with minimal errors.
- Can travel for occasional training sessions or conferences, as needed.
- Has a supportive environment that allows for uninterrupted work time, such as supporting young children with assistance.
- Is financially stable during the training period.

Benefits:

- Self-employed and all the tax benefits of such
- Freedom to be your own boss
- Flexible work schedule
- Exceptional monetary growth potential

Disclaimer:

The information provided in this job post is intended to give potential applicants an understanding of the general nature and level of work employees perform in this role. However, it should be interpreted as a partial list of all duties, responsibilities, and qualifications required for the position.

Please note that there is a 90-day trial period for new hires, during which they will receive onboarding and training to ensure a successful start at PHYSICIANS SERVICES. We are committed to investing in our partners and providing a supportive work environment, and we look forward to welcoming new team members who share our values and vision.



About Physicians' Services

Physician Services is a leading insurance billing and follow-up company that has been servicing Chiropractors and multi-discipline practices across the United States for over 27 years. We specialize in providing unique levels of service that have been developed through years of experience, ensuring that our clients receive unparalleled satisfaction and retention rates in the industry.

Our remote access system allows our clients to check our work and monitor the progress of their patients' claims at any time. This feature eliminates the feeling of being out of control that practitioners often experience and creates an environment of trust and certainty. We also provide weekly phone meetings, text, email, and phone connections to ensure that our clients are always up-to-date on their patient's insurance status.

Each of our clients receives personalized service from their assigned biller, ensuring that their specific needs are addressed. We understand that insurance coverages can be confusing, and we are here to provide clarity and create certainty, allowing our clients to focus on patient care and practice growth. Our main focus is maximizing insurance collections while addressing all challenges and difficulties carriers may present.

We seek new hires to join our team and continue providing exceptional service to our clients. We encourage you to apply if you are looking for a rewarding career in the healthcare industry and are passionate about helping others.

Apply Today!

Contact us at:

954.495.6845

EMAIL

WEBSITE