**Patti Lynne**

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**Qualification Summary**

In addition to the skills and experience expressed below, there are three important components I will bring to this position

### *Knowledge, Accuracy & Dedication*

These three outstanding characteristics contributed to my success throughout my career as a person responsible for customer care and admissions, accurate record input and health insurance management.

**Proficient Professional Profile Highlights:**

 Hospital/surgical scheduling and admissions

 Front and back office medical assisting

 Posting of charges/payments/accounts receivables

 Billing, coding, CPT, ICD-10 IP/OP

 Various Practice management and computer software programs

 Accurate Medicare Reimbursement

 Zero deficiencies in compliance audits

 Knowledge of JACHO, DHS, CALOPS, CMS Policies & Guidelines

 Physician/patient liaison

 Online Medical Assisting/Billing and Coding Instructor

 Ability to implement appropriate critical thinking and problem solving

 Featured contributor to CMA Today – Certified Medical Trade Publication

 Certificates & Training

American Assoc. of Professional Coders (AAPC) Billing/ Coding/Compliance/Management

American Association of Medical Assistants (CCMA) Medical Assisting/Medical Office Management

Crisis Counselor, Community Educator, Volunteer-Health Coordinator

 Employment History

 2016 - 2019 Healthcare Reimbursement Specialist, LLC

 Front of house Billing, Medicare Compliance Auditing

 2012 - 2016 Pinnacle Career Institute

 Medical Assisting, Billing, Coding Instructor-Program Coordinator

 1994 - 2016 American Med Search, LLC

 (AAMA) CMA Traveler

 1996 - 1998 JFK Hospital, Indio. CA (part time) CEU/Community Educator