

MADHUSUDHAN AR

Senior Medical Billing Specialist

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OBJECTIVE

To secure a challenging position, where I can effectively contribute my skills. And want to be a part in the development of the organization by utilizing my knowledge and skills and participate dynamically in the team of the organization.



EDUCATION

- BBM (Finance) from Sheshadripuram First Grade College, (Bangalore University) 2012-2015 with 60.22% aggregate.
- Pre-University (SEBA) Vivekananda Pre-University College, (Karnataka University) 2010-2012 with 79.00%.
- SSLC Jhanavahani Vidya Samsthe 2009-2010.



WORK EXPERIENCE

Senior Analyst, R1 RCM

August 2020 to Current

Roles and Responsibilities:

- Maintain daily production.
- Worked on Premium finance agreements.
- Solving various types of exceptions and handling escalation from clients.
- Cash balancing of work by matching Bank Statement with Cash Statement.
- Auditing the work assigned to new joiners

Patient Financial Analyst, Cerner Healthcare Solutions Pvt Ltd.

November 2018 to July 2020.

Roles and Responsibilities:

- Maintain daily production.
- Worked on Premium finance agreements.
- Solving various types of exceptions and handling escalation from clients.
- Cash balancing of work by matching Bank Statement with Cash Statement.
- Auditing the work assigned to new joiners.
- Responsible for mentoring and training new joiners regarding the process.
- Reporting the issues and brainstorm ideas with higher authorities regarding process improvements.
- Being a member of "BCP" to work & monitor the task from home.
- Maintaining Update trackers and SOP's.

- Reviewed billing edits and provided insurance company with correct information.
- Part of Client call's and the Monthly review meetings.
- Work according to the process requirements and deliver the best required on time and aspire to be a perfectionist in all I work.

Process Analyst, Gallagher Operations Support Services Pvt Ltd.

Jan 2016 to Nov 2018.

Roles and Responsibilities:

- Downloading the checks and ACH/Wire payments from various bank websites and processing the same in respective applications and need to notify the counter parts of exception faced while processing the payments to respective CSR.
- Account the cash to invoices billed and separate the premium payment, Direct Bill and Return Premium Checks.
- Process the refunds to client of excess payment.
- Coordinate with the Billing Manager and other departments to respond to billing requests
- Document and maintain all procedures within the Cash application area.
- Generating CRR (Cash Receipt Journal Report) daily and also aging reports to sort out payment to be made to the carrier.



SKILLS

- Quick learner.
- Ability to work along with team.
- Self-motivator, Confidence.
- Capable of handling multitask.
- Hard working and flexible.
- Leadership.
- Microsoft excel knowledge.
- MS Windows7, MS Word.
- MS PowerPoint, MS Excel (Advanced)
- Various applications such as Citrix, EPIC.
- Data Management.



ACTIVITIES, ACHIEVEMENTS AND HOBBIES

- Completed certification exam such as “Gallagher India Accounting Fundamentals” and “Gallagher India Commercial Liability Coverage Course”.
- Awarded various Kaizen Certificate for the ideas to improve in the process productivity.
- Rewarded ‘Star of the Month’ award for the month of May 2017 and January 2018.
- Appreciated by the Manager for Achieving 120% productivity and Quality 100% in December 2019.
- Cricket, Kabbadi, Listening Music, writing poet as my Hobby.

I hereby declare that above mentioned details are true to the best of my knowledge. Given an opportunity, I assure that I will be able to meet your expectations.

