

Arunesh Pratap Singh

arunesh1988@gmail.com

H.No.-645A/836A Jankivihar Colony Sector-I

Jankipuram, Lucknow -226021

+91-995-360-6178(M)

OBJECTIVE

Seeking employment that allows me to grow professionally, while being able to utilize my skills for the betterment of the organization with the best use of my dedication, determination and resourcefulness gained during 8+ year of my experience.

PROFESSIONAL EXPERIENCE

1) Senior Analyst at Agilite Business Solutions (15th Dec 2020-Present)

Role overview

- Working on US Healthcare drugs market research (Policies and Restrictions (PAR) and Editor tool).

2) Senior Executive at Pacific an access healthcare company (Sep 2018-Dec 2020)

Role overview

- Worked as SME for multispecialty client handling.
- Handled team as a leader and provided assistance in the absence of other team leader and providing process training to new joiners, team size- 12.
- Prepared and Maintained SOPs for each of the process assigned.
- Assisted to achieve team production and quality target, also their maintained the same till end of the month.
- Following up on claims status, investigate and resolved obstacles for prompt reimbursement.
- Identifying and reporting any payer trends, denial patterns and delays to management

Value added services: - Worked on Post Payment Review Project as project lead from Jan 2020 to March 2020.

Analysis: - Closely worked with Medical Coding team and analysed billing errors on Blue Cross Blue Shield.

3) Senior Analyst at R1 RCM Global Private Limited (July 2017-Sep 2018)

Role overview

- Followed up on claims status, investigate and resolved obstacles for prompt reimbursement.

4) Senior Executive- Credentialing at Eli Research India Private Ltd. (Jan 2017-July 2017)

Role overview

- Maintained individual provider files to include up to date information needed to complete the required governmental and commercial payer credentialing applications.
- Maintained internal provider grid to ensure all information is accurate and logins are available.

- Updated each provider's CAQH database file timely according to the schedule published by CMS.
- Applied for and renew annually all provider licenses; Professional, DEA, Controlled Substance
- Completed credentialing applications to add providers to commercial payers, Medicare, and Medicaid
- Credentialed new providers and re-credential current providers with hospitals at which they hold staff privileges.

5) Senior AR Analyst at Eli Research India Pvt. Ltd.

(May 2016-Jan 2017)

Role overview

- Contacted 30-50/day insurance company representatives and patients to address account issues with timely and corrective measures.
- Worked on EDI related issues like rejection and denials as well as provided EDI training for all transaction related.
- Researched demographic and insurance information for completeness to correct any deficiencies and prevent delays in collection efforts.
- Responsible for reconciling and reporting accounts.
- Contacted providers for copies of invoices to balance against pay outs for services.

6) Customer Care Voice Sr. Rep at Dell Services India Pvt. Ltd.

(April 2014- May 2016)

Role overview

- Followed up on claims status, investigated and resolved obstacles for prompt reimbursement.

7) Trainee Engineer (Intern) at Canara HSBC OBC Life Insurance Ltd. *(Oct 2013-Jan 2014)*

Role overview

- Developed a GUI based application web-part - ***“Template Data Uploading System”*** with the aid of C#.Net and SharePoint Server 2007 and worked on daily maintenance part of GUI (Template Data Uploading) on Intranet website.
- Worked on page change request of Intranet website by using SharePoint Designer 2007 and worked on daily information changes on Intranet websites like daily events as per as client requirements and developed “Leave Tracking System” web part by using C#.Net and SharePoint Server 2007.

KNOWLEDGE, SKILLS, AND ABILITIES

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- Knowledge of US Healthcare drugs market research (PAR tool and Editor tool)
 - Knowledge of US Healthcare AR & Denial Management, Payment posting and Charge posting/Billing
 - Knowledge of provider credentialing and its direct impact on the practice's revenue cycle

EDUCATION

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- Completed MCA from IGNOU in year 2013.
 - Completed BCA from IGNOU in year 2010.
 - Passed Senior Secondary in 2005 from Board of High School and Intermediate Education, Uttar Pradesh.

- Passed Higher Secondary in 2003 from Board of High School and Intermediate Education, Uttar Pradesh.

INTERESTS

- Playing cricket.
- Listening to music.

PERSONAL PROFILE

Date of birth	:	11 July 1989
Marital status	:	Married
Nationality	:	Indian
Linguistic Abilities	:	Hindi & English
Father's name	:	Mr. Bhanu Pratap Singh
Mother's name	:	Mrs. Rama Singh

Place –

ARUNESH PRATAP SINGH