

# OFFICEWORKS

A HEALTHCARE STAFFING ORGANIZATION

In caring about the success of others, we find our own.

## Available For Immediate Placement:

### Alma - Bilingual Medical Office Administrator w/ Extensive Front Office Skills

- Medical office expert with medical records experience and skilled with CPT Codes and ICD 10
- EMR – Medisoft, MOM, NextGen
- Experienced in Family Practice/Pediatrics
- Great customer service skills used for patients, as well as leadership abilities

### Naomi - Professional Front Office Specialist with 10 Years Experience

- Great communication skills with patients and physicians through providing quality feedback
- Familiar with Microsoft products and medical programs
- Specialties include: Family Practice, Pediatrics, Ob/Gyn, Orthopedics, Hospital, ER
- Great work tenure and references

### Joseph G. - Knowledgeable Medical Billing and Coding Specialist

- Performed HCPCS and ICD-9/CPT Coding and proficient with clearing houses: Navicare, Gateway, Availity
- Proficient in NextGen, Medtrack, MOMS, MediSoft, Centricity
- Medical specialty experience: Neurology, Urgent Care
- Proactive and efficient work ethic with extensive experience

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[www.OfficeWorksRx.com](http://www.OfficeWorksRx.com)**

Call today and inquire about a risk free 4-hour working interview with one of our highly qualified and healthcare professionals.