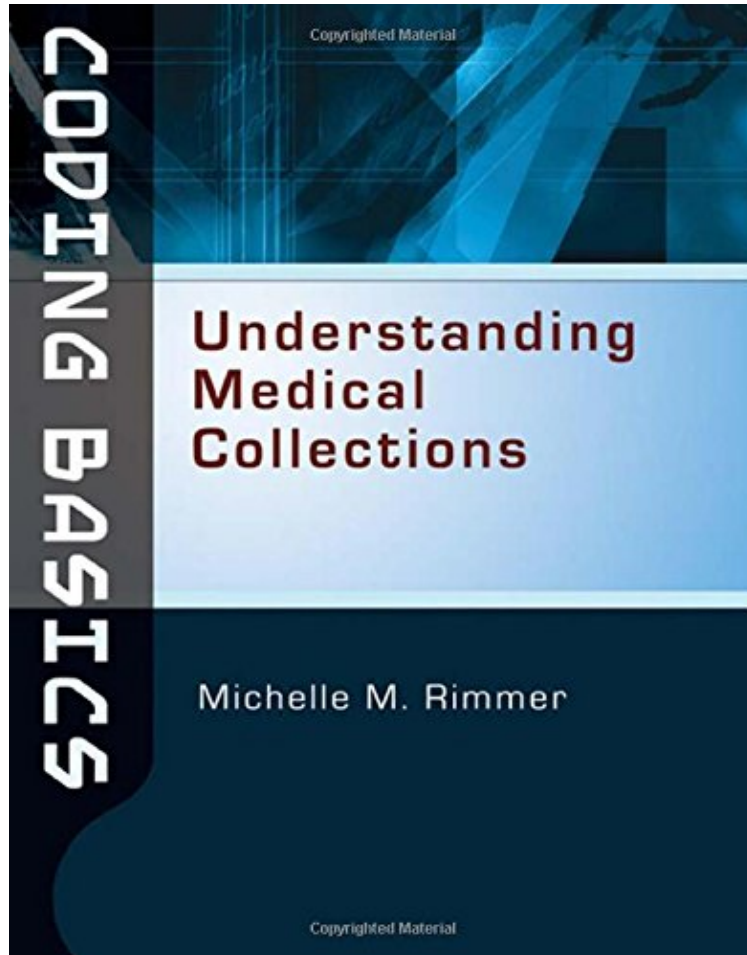


Coding Basics: Understanding Medical Collections

Michelle M. Rimmer

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Coding Basics: Understanding Medical Collections is part of a series designed to provide you with the foundation you need to work in today's medical office. This installment of the series introduces you to the collections process in the medical office. This worktext includes hands-on exercises, aging reports, denial and appeal letters, and common debt collection terms to familiarize you with the collections process. You will also find information on federal collection laws, HIPAA, contract negotiation, and the appeals process.

1: When Does Collecting Begin? 2: Legal Guidelines for Collecting. 3: Aging Reports. 4: In-Office Patient Collections. 5: The Appeal Process. 6: The Department of Insurance. 7: Additional Income for the Medical Office. 8:

Selecting an Outside Agency. Appendix I: Student Exercises. Appendix II: Forms, Lists, and Tables. Appendix III: The CMS-1500 Form. Appendix IV: Patients Bill of Rights. About the Author Michelle M. Rimmer, Owner, ABA Therapy Billing Services, LLC has over 25 years' experience in the medical billing industry. She has taught numerous courses and seminars at three colleges in the state of New Jersey. Her passion for teaching medical billing led to the fruition of Michelle's first textbook, Medical Billing 101.