

BRETT BURK

Brett has provided consulting services for over 300 clients during his 23 year career including hospital departments, clinics, physicians, podiatrists, chiropractors, diagnostic centers, diagnostic laboratories, community mental health centers, comprehensive outpatient rehabilitation facilities, durable medical equipment providers, mobile x-ray and sonogram providers, medical billing services, and long-term care facilities.

Partial List of Clients:

Aventura Hospital and Medical Center – Aventura, FL, Baptist Hospital of Miami – Miami, FL, Cedars of Lebanon Hospital – Miami Beach, FL, Coral Gables Hospital – Coral Gables, FL, HealthSouth Doctors Hospital – Miami, FL, Homestead Hospital – Homestead, FL, Jackson Memorial Hospital – Miami, FL, Jackson South Community Hospital – Miami, FL, Kendall Regional Medical Center – Miami, FL, Larkin Community Hospital – Miami, FL, Mercy Hospital – Miami, FL, Miami Childrens Hospital – Miami, FL, Mount Sinai Medical Center – Miami, FL, North Shore Hospital – Miami Beach, FL, Palmetto General Hospital – Hialeah, FL, South Miami Hospital – South Miami, FL; South Shore Hospital and Medical Center – Miami Beach, FL, Plantation General Hospital – Plantation, FL, Memorial Regional Hospital – Hollywood, FL, YAI Network - New York, NY, Premier HealthCare - New York, NY, Grant Park Care Center - Washington, DC, Harris County Hospital District – Houston, TX, Ben Taub General Hospital – Houston, TX, Lyndon Baines Johnson General Hospital – Houston, TX, Quentin Mease Community Hospital – Houston, TX, University of Texas Southwestern Medical Center - Dallas, TX, Parkland Memorial Hospital - Dallas, TX, Children's Medical Center - Dallas, TX, Zale Lipshy University Hospital - Dallas, TX, St. Paul University Hospital - Dallas, TX, Aston Ambulatory Care Center - Dallas, TX

Interim Operational Management:

UT Southwestern Medical Center Dallas, TX
Interim Reimbursement Manager

- Project leader for departmental ICD-10 implementation
- Project leader for departmental EMR implementation
- Project leader for departmental 5010 implementation
- Project leader for departmental Meaningful Use implementation
- Conduct departmental billing compliance training and billing compliance audits
- Responsible for resolution of coding issues, questions, problems
- Department liaison to Billing Compliance Office
- Audited provider and staff performance on billing operations, charge entry, DAR reconciliation. Reconcile monthly charge entry activity with actual clinical volume to ensure all charges are captured timely
- Departmental liaison for negotiation of institutional fee schedule, managed care contracts, individual agreements, and contract procedure code inclusion
- Departmental liaison for IT related issues with institutional IT department and outside vendors.
- Supervised the coding, audit, billing and reimbursement staff of 19.
- Ensured compliance with ESI business rules and proposes changes when necessary.

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- Managed appeals, in particular when coding, documentation, or contract terms are involved. Identify systematic coding, charge entry, and other errors leading to denial or under-payment; communicate these to department management and BOM; participate in development and communication of solutions. Liaison to UTSHS for appeals issues.
- Reviewed and approve /deny write-off requests. Liaison to UTSHS for systematic collection issues.
- Established reimbursement tools templates, workflows, processes, policies & procedures as needed.
- Analyzed and resolve complex individual patient account issues, including credit balances, denials, refunds, and adjustments.
- Interprets and communicates regulatory, health care and insurance documentation affecting coding, billing, reimbursement, and provides related communications, training and orientation.
- Designed, and interpreted, presented and applied results of EPIC and other management reports as appropriate as related to coding, billing, and reimbursement activities
- Oversaw departmental coding guidelines and coding performance by providers and staff
- Wrote and presented coding, billing, and reimbursement related items for faculty meetings, Inkblot, E-News, institutional and department websites, internet, intranet, and extranet.
- Software utilized: Epic, 3M Coding and Reimbursement System, MDaudit, Ingenix, Microsoft Office, Microsoft Project, Microsoft Visio, Microsoft SharePoint, Microsoft Access

Client Solutions:

- Healthcare revenue cycle enhancement and acceleration
- Provided interim management of admissions and registration staff
- Analyzed the appeal process for denials
- Developed formal collection tracking process
- Streamlined bad debt and write-off documentation
- Developed work instructions for admission and billing departments to comply with government and private regulations
- Provided line by line review of accounts receivable for OIG audit
- Reviewed and implement revenue cycle enhancements to increase timely reimbursement and denials reduction
- Liaison with software vendor and in house IT department for software updates and enhancements to correct billing issues

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Teaching Experience:

Instructor - Medical Billing and Coding Program

Medvance Institute 08-2009 to 02-2010
Sanford-Brown Institute 04-2007 to 12-2007
Everest Institute 09-2001 to 08-2006

Provide Instruction in:

- Hospital and physician billing
- CPT, ICD-9, ICD-10, HCPCS coding and modifiers
- Coding from source documents
- Medical insurance, managed care and government programs
- Health insurance claims, paper and electronic CMS1500, UB92/UB04, ASCX12N
- Medisoft Advanced Patient Accounting Software, 3M Coding and Reimbursement System, MedWare, AltaPoint, PC-Ace Pro32, Encoder Pro, Microsoft Word and Excel

Education and Training:

- Bachelor of Science in Information Technology - Canterbury University
- Health Care Management Undergraduate Certificate - Ashworth College
- Computer Information Management Undergraduate Certificate - Ashworth College
- Business Management Undergraduate Certificate - Ashworth College
- Medical Billing and Claims Certificate - Ashworth College
- Medical Billing and Coding Billing Certificate – Penn Foster College
- Computer Network Specialist Certificate - TEC Miami
- ICD-10 Boot Camp – AAPC
- Academy for ICD-10 Trainers - AHIMA
- Patient Access, Hospital & Clinic Billing, Credit & Collections Training- AAHAM
- Advanced Patient Accounting Training- NDC Medisoft
- Medical Billing Service Training - NDC Medisoft
- Medicare Provider Education - FCSO
- Medicaid Provider Education - ACS

Certifications:

- Certified Professional Coder (CPC) - AAPC
- Certified Billing & Coding Specialist (CBCS) - NHA
- Certified Insurance & Coding Specialist (NCICS) - NCCT
- Certified Clinical Account Technician (CCAT) - AAHAM
- Certified Medical Assistant (NCMA) - NCCT
- Certified Medical Office Assistant (NCMOA) - NCCT
- Certified Claims Assistance Professional (CCAP) - NACAP
- A+ Certified Computer Technician - CompTIA

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Professional Memberships:

- American Academy of Professional Coders - AAPC
- American Health Information Management Association - AHIMA
- Healthcare Financial Management Association - HFMA
- American Association of Healthcare Administrative Management - AAHAM
- Healthcare Information and Management Systems Society - HIMSS

