



MEDICAL BILLING

In today's competitive health care market, efficient and competitive business practices are essential to a physician's financial success. Prudent and effective billing procedures are the essence of a healthy medical practice.

At **MBM** we pride ourselves in maintaining an exceedingly high quality of service to all our physicians and all our physicians' patients. We provide relief from inadequate flow of payments caused by paperwork back-up, delays in claims processing, data entry errors and inefficient follow-up of suspended or rejected claims. We furnish a complete financial service by billing Medicare, Medi-Cal, all private insurance companies and patients. We are also very prudent in billing secondary insurance companies. All our secondary claims are processed with primary insurance EOB's to ensure payment.

Our internally developed information flow system, with skilled billing and collection personnel helps us provide our clients with a strategy to increase cash flow.

INFORMATION FLOW SYSTEM

We will pick up or courier your billing information (superbills, EOB's and other accounts receivable correspondence) as often as required. Our personnel will engage in a pre-entry audit for information quality, completion and correction. Your choice of CPT codes and modifiers will be evaluated (if permitted by the physician) for maximum reimbursement.

The work is then forwarded to data entry. Daily charges and payments will be recorded to patients' accounts. From this point, primary and secondary claims are prepared for submission weekly, biweekly and/or daily if required. During the first week of each month, statements are generated and mailed to patients.

PROVIDER ENROLLMENT CREDENTIALING

As part of our service, we assist clients in credentialing practices with Medicare, PPO & HMO. In addition, we may be able to negotiate and improve contracted rates.

EMR

The business world of healthcare is changing, and we at MBM have embraced the new technologies. Some of our clients in the last few years have acquired various EMR systems. We at MBM work with many different systems. The systems we currently work with are;

- CGM Clinicals/Alteer
- Nextgen Healthcare
- Epic
- Allscripts
- OfficeAlly
- Prime Clinical Systems
- Medical Manager
- DrChrono
- Practice Fusion
- and much more...

CUSTOMIZED REPORTS

Our software system enables us to generate many types of reports which will help providers keep an accurate record of their accounts receivable. Reports can be produced for a particular physician or for the whole practice. Some examples of reports are:

- 30-60-90-120 day Aging reports
- Patient ledgers
- System financial summary reports
- Referring doctor list.
- Claim center receipts
- Daily reports
- Procedure productivity report
- Open item reports

Our software programs are personalized and we have the flexibility in tailoring our services to our client's needs. We at MBM pride ourselves to having the ability to analyze practices and advise in future growth and development.

A daily back-up is performed to prevent any loss of data caused by any unexpected circumstances. We continually update our system to reflect changes in technology and third party regulations. This significantly contributes to your success.



By using MBM you will have a service that is cost effective. You will have no need to hire staff for billing and collections, thereby eliminating that category of expenses—salaries/wages, pensions, employers' contributions, workmans' compensation coverage, medical and dental insurance, vacation and sick leave. Equipment maintenance, software and hardware upgrades and enhancements need no longer be a problem; not to mention revenues lost due to inefficient billing.

MBM is staffed and directed by experienced and dedicated professionals whose medical insurance knowledge and specialized training enables us to provide superior service that is of the highest quality. Medical billing is our only business.

ADDITIONAL ADVANTAGES

- Handling all billing inquiries and communications from patients and insurance companies, including Medicare and Medi-Cal.
- Reconciliation of suspended and denied claims.
- Billing of contractual differences or varying rates when desired.
- Decreasing claims processing time
- More accurate billing leading to faster payments and increased revenues.
- Freeing you from burdensome supervisory and administrative tasks.
- Flexible software customized to the doctor's own specialty and practice.
- Allowing your practice to grow without concern about capacity plateaus requiring disruptive changeovers to larger systems.
- Confidentiality of all records and information.

WHY OUTSOURCING?

Outsourcing is a bright idea that saves you time and money. Providers are finding it more and more frustrating to receive reimbursements from patients and their insurance carriers. Medical Billing Management, Inc. will handle your patients' financial matters and relieve you of this frustration.

Listed below are some of the benefits you will have by outsourcing your billing needs to Medical Billing Management, Inc.

- Continuous follow-up on all claims submitted
- Payments and all correspondences go directly to your office
- No lost time due to employee turnover, new employee orientation, or sick/vacation days
- No Billing Department employee salaries, taxes or other paid benefits to pay. Also, valuable work space will be freed up within your office.
- We stay with the current billing & procedure guidelines by regularly attending several classes in accredited seminars, forums, and publications.
- Avoiding expenses for staff trainings, seminars, and other continuing education.
- Freeing up staff from billing responsibilities to dedicate more time on patients and other administrative tasks and responsibilities.
- Reduce your overhead (HCFA forms, postage, stationary, envelopes, etc.)
- We serve as an experienced advisor regarding all billing concerns and act as a liaison to the insurance companies on your behalf
- Less stress for you because you don't have to keep track of ever-changing billing rules and regulations
- All patient billing inquiries are handled in our office, which frees up your telephone lines.
- All required insurance forms are generated from our office
- No clearinghouse fees
- Eliminate costly hardware, software and support fees.
- No worries from data backup
- Complete confidentiality & security of your patient data.
- Personalized and comprehensive support for your practice
- Saves you time and energy

We always perform to meet your needs