

MARINA V PARRISH

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Camillus, NY
DOB June 8,1975

PROFILE

I have more that 20 plus years of both management & financial analysis experience, including healthcare industry. I stayed at home full time between 2011 & 2022. But I worked on many personal private computer projects during this period, so my skill are still very fresh. I manage, program & run 3 of my own websites www.marinapolis4149.art, www.marinapolis4149.org & www.marinapolis4149.com.

GENERAL EXPERIENCE

Financial Analyst with an excellent record in the areas of International Finance and Credit. Management experience in medical, financial & auto industry, Real Estate, financial marketing, public relations and communications, and business administration. *Fluent in English, fluent in Russian & fluent in written Ukrainian.*

Experience within diverse industries and sectors, across domestic, international, and emerging markets, and in the face of challenging economic conditions (During 2008 financial crisis). Online background verification report available for review.

GENERAL AREA OF EXPERTISE INCLUDES:

Strategic Planning
Cash Management
20 plus years of Administrative Experience
Special Projects Entrepreneurship
Public Relations
Financial Markets
Budget Planning & Forecasting
Performance Management & Measurement

Policy & Procedure Development
Business Process Improvement and Planning

Citifinancial Inc.
(Real Estate & Private Loans
(Subprime Division) San Jose, CA

BRANCH ACCOUNT MANAGER/SUBPRIME LENDING
September 2007 - March 2010

The overall objective of this role is to grow sales, build customer base, manage active client's accounts and recommend the development of business strategies or initiatives and may include the financial management of the client's activities.

Job Responsibilities:

Administer branch sales, service, control and management of human resources. Manage staff work priorities and activities, and maintain high levels of customer service.

Execute planning and budgeting activities to ensure branch monthly goals are met.

Conduct daily huddles and communicate company goals, business strategies, new initiatives, and expectations to all staff.

Monitor performance to ensure branch metrics are met and appropriate action plans are in place to enhance customer satisfaction.

Oversee branch controls and compliance, to effectively manage risk and ensure positive internal audit ratings. Make daily balance, deposits, routine office check, branch opening and closing.

Appropriately assess risk when business decisions are made, demonstrating particular consideration for the firm's reputation and safeguarding Citigroup, its clients and assets, by driving compliance with applicable laws, rules and regulations, adhering to Policy, applying sound ethical judgment regarding personal behavior, conduct and business practices, and escalating, managing and reporting control issues with transparency, as well as effectively supervise the activity of others and create accountability with those who fail to maintain these standards.

CITIFINANCIAL INC. (AUTO DIVISION)

Back end Re-marketing / Englewood, CO

October, 2003 - September 2007

This position manages all vehicle reconditioning operations placing emphasis on the highest quality standards in preparing vehicles for re-marketing.

In addition, the position works with all key department leaders to ensure vehicle is processed quickly and on budget

Job Responsibilities:

Manage recondition activities to ensure all reconditioning services and processes meet guidelines, conditions and requirements.

Oversee assigned staffing to meet all customer quality and completion commitments as well as maximization of operations profitability. Oversees the quality control of vehicles before resale.

Communicate, discuss and resolve reconditioning with repossession agents. Manages materials and supplies for detail center. Provide and maintain bankruptcy analysis by communicating, monitoring, and enforcing all required

procedures and complying with all OSHA, EPA and State or local safety and compliance regulations

Confirms shop adheres to defined standard operating procedures and guidelines for each manufacturer. Completes all documentation for CPOs and state requirements to put in vehicles.

Reviews work flow with Used Car Manager daily to ensure efficiency, quality work product, and effective departmental performance against key performance metrics.
Red Cross Volunteer during Hurricane Katrina.

2010 - 2016

Multiple Non~Profits & Religious Charities Volunteer

(as a WebDesign, SPC (Event Coordinator), Photographer & Sponsor) (FPMT, Ananda Dharma, Garchen Institute & Various Churches, Plus More)*

2010 - PRESENT

10 years - stay at home parent

2019 ~ PRESENT

Web Consulting

Marinapolis & Co LLC Owner

Medical Billing skills

To provide efficient, accurate, and professional medical billing and coding services to a healthcare provider.

- Trained in CPT
- Trained in ICD-9/10
- Medical billing legal appeals

ADMINISTRATIVE SKILLS EXPERIENCE

- MS Office, Excel, Word, Outlook, Mac, Adobe Premiere Pro/ Suite up to 5.5
- UB-04, CMS-1500 or ADA
- Medical coding
- Medical terminology
- Customer service
- Legal Appeals Negotiations
- Settlement Negotiations

HEALTHCARE INDUSTRY EMPLOYMENT EXPERIENCE

Rocky Mountain Neurosurgical Alliance
Englewood, CO
February, 2003 - October, 2003

MEDICAL BILLER/APEAL SECRETARY

Job Responsibilities:

Obtaining referrals and pre-authorizations as required for procedures. Checking eligibility and benefits verification for treatments, hospitalizations, and procedures. Reviewing patient bills for accuracy and completeness, and obtaining any missing information. Preparing, reviewing, and transmitting claims using billing software, including electronic and paper claim processing. Following up on unpaid claims within standard billing cycle timeframe.

Checking each insurance payment for accuracy and compliance with contract discount. A medical biller is responsible for submitting medical claims to insurance companies and payers such as Medicare and Medicaid. It is a position that is critical for the financial cycle of all health care providers, from single-provider practices through large medical centers.

Analyze and process a variety health claim forms UB-04, CMS-1500 or ADA. Follow claims adjudication process to assure that all claims are adjudicated in accordance with CMS rules and regulations. Review Medicare, Medicaid and Commercial services for appropriateness of charges Authorize claim payments within established limits; otherwise forward to Claims Manager Process refunds and letters of dual coverage (when applicable) Identify process improvement opportunities within the claim department and recommend system enhancements.

Handles any additional responsibility which may be assigned
Analyzing Lifetime maximum of each policy.
Calling insurance companies regarding any discrepancy in payments, if necessary Identifying and billing secondary or tertiary insurances.

Reviewing accounts for insurance of patient follow-up.
Researching and appealing denied claims Answering all patient or insurance telephone inquiries pertaining to assigned accounts.
Setting up patient payment plans and work collection accounts.
Updating billing software with rate changes. Updating cash spreadsheets, and running collection reports.

GASTROENTEROLOGY CLINIC,

David Wolfson M.D.

Brooklyn, NY 1998 -1999

SECRETARY AND MEDICAL BILLER

Job Responsibilities:

General secretarial duties.

Greeting, answering the phone, administrative duties, scheduling patients appointments.

Obtaining referrals and pre-authorizations, as required for procedures.

Checking eligibility and benefits verification for treatments, hospitalizations, and procedures.

Reviewing patient bills for accuracy and completeness, and obtaining any missing information.

VERONA PEDIATRICS LLC,

Dr. David Strader M.D.

Dr. Cynthia R Prestigiacomio, M.D

Verona, NJ 2000 - 2002

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FINANCIAL CORPORATE WORK EXPERIENCE

CITIFINANCIAL INC. CITIBANK N.A SUBSIDY

I worked for 2 separate divisions: automotive financing & Real Estate & subprime personal financing, between 2003 and 2010, until my MS disability.

EDUCATION

**1. ACADEMY OF ART UNIVERSITY OF SAN FRANCISCO
COMPLIMENTARY INCOMPLETE DEGREE/BACHELOR OF ART
FALL 2009 - SPRING 2011
SCHOOL OF WEB DESIGN AND NEW MEDIA + SCHOOL OF PHOTOGRAPHY**

**2. KIEV NATIONAL ECONOMICAL UNIVERSITY (NARHOZ)
1994-1998
BACHELOR OF ART IN INTERNATIONAL FINANCIAL RELATIONSHIPS &
CREDIT**

**3. NATIONAL ACADEMY OF MANAGEMENT, KIEV WWW.NAM.KIEV.UA
1993-1994
FACULTY OF INTERNATIONAL ECONOMIC RELATIONS**

**4. NATIONAL PEDAGOGICAL DRAGOMANOV UNIVERSITY,
KIEV 1992-1993
FACULTY OF PSYCHOLOGY & EARLIER CHILDHOOD EDUCATION**

**5. SECONDARY EDUCATION/HIGH SCHOOL 258 &18
1982-1992 * Kiev & Bila Tserkva, Ukraine**

Maiden name is: *Marina Vladimirovna Kharitonova.*
2 of the Diplomas listed under the previous married names:
Marina Vladimirovna Kalian & Marina Vladimirovna Ulitskaya,
Academy of Art is under the legal name *Marina V Parrish.*