

# AHLEM MANUEL M. FUNTILAR



## CONTACT

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43 Camus extension, Brgy Ibaba City of Malabon

## SKILLS

- Prior authorization skills
- Knowledgeable about Athena work flows and clinical chart
- Outbound calls
- Medical or Healthcare Account Terminologies
- Transcribing Prescription
- Effective Communication
- Encoding of Medical Results
- Medical Data Entry
- Reviewing Patient's clinical chart
- Attention in details
- Phlebotomy
- Specimen collection
- Laboratory workflows

## REFERENCE

### Reymond Castillo

Access healthcare Prior authorization Team Leader

Phone: 09456105993

## CERTIFICATES

CDRS Orientation  
Biosafety and Biosecurity  
Orientation  
HIPAA Training



## PROFILE

Proficient in utilizing advanced medical technologies and practices to provide high quality care. Committed to ongoing professional development and collaboration with multidisciplinary teams.



## WORK EXPERIENCE

### THE MEDICAL CITY SOUTH LUZON

MARCH 2020 - JULY 2020

Biological Specimen Collector

- Assign as a specimen collector at Collection Site, Drive-Thru and Offsite (Home/Company)
- Interpreting results of Antigen and Antibody Test
- Conducting Annual Physical Exam through different companies

### AL Molecular Diagnostice and Laboratory

2021 - 2023

Biological Specimen Collector

- Assign as a specimen collector at Collection Site, Drive-Thru and Offsite (Home/Company)
- Act as a receptionist or Customer Service Representative
- Interpreting results of Antigen and Antibody Test

### Detoxicare Molecular Diagnostic and Laboratory

2023 - 2024

Biological Specimen Collector (Projectbased)

- Assign as a specimen collector at Collection Site, Drive-Thru and Offsite (Home/Company)
- Act as a receptionist or Customer Service Representative
- Interpreting results of Antigen and Antibody Test
- Encoding, receiving and releasing of RT PCR results via laboratory system.

### Accesshealthcare

JULY 2024 - NOVEMBER 2024

Prior Authorization Coordinator

- Outbound calls to health plans or TPA to obtain authorization for specific medical procedure, prescription drug and to check on patient's eligibility, benefits and coverage
- Documentation of phone call for a appropriate action on the revenue cycle system
- Knowledgeable in CPT and ICD-9 codes
- Knowledgeable about the health plans and TPA online portals
- Knowledgeable about the Athena workflows or patients clinical chart



## EDUCATION

### Bachelor of Medical laboratory Science

2014- 2018

Dr. Carlos Lanting College