

WORK VAPOR

Job Link: <https://workvapor.in/jobs/medical-records-retrieval-executive-international-voice-us-night-shift/>

HIRING ORGANIZATION

Access Healthcare

EMPLOYMENT TYPE

Full-time

JOB LOCATION

Ambattur, 600053, Chennai, Tamil Nadu, India

DATE POSTED

? March 31, 2026

MEDICAL RECORDS RETRIEVAL EXECUTIVE – INTERNATIONAL VOICE US NIGHT SHIFT

DESCRIPTION

Job Role:

Medical Records Retrieval / Customer Support – International Voice

Company: Access Healthcare

Location & Work Mode: Ambattur, Chennai, In-person, 600053

Salary: Not Disclosed

Job Type: Full-time, Permanent

Contact Details: WhatsApp: 96555 81000 (Praveen)

About the Role:

Handle outbound calls to US hospitals, clinics, and physician offices. Retrieve patient medical records while maintaining HIPAA compliance. Both freshers and experienced candidates can apply. US night shift work required.

Responsibilities

- Make outbound calls to US healthcare providers
- Request and follow up on medical records
- Update call outcomes accurately in systems
- Ensure compliance with HIPAA and quality standards
- Learn US healthcare terminology and revenue cycle processes

Who Can Apply

- Any Graduate / Undergraduate
- Freshers or experienced in international BPO / healthcare / AR calling
- Excellent English communication and phone etiquette
- Willingness to work US night shifts
- Age below 40 years

Perks & Benefits

- Free cab facility (both sides)

- Structured training for freshers
- Exposure to US healthcare processes
- Career growth opportunity in a reputed organization

Apply immediately and start your career in international healthcare support.

How to Apply:

WhatsApp your resume and details (Name, Contact, Current Company, Experience, Take Home, Expected Salary, Email) to **96555 81000 (Praveen)**.