tawk.to



# HEALTH VIRTUAL ASSISTANT SERVICE

**Pre-qualified • No Contracts • Monthly Subscription**

Delegate repetitive tasks and focus on what matters with the help of a skilled professional fully dedicated to your business.

## *"Above and beyond"*

*"Things are going great with Donna. She's just fantastic and goes above and beyond on every task I've assigned her so far."*

— Micah Elerson

## About tawk.to

tawk.to gives health providers and other businesses access to the services and tools they need to communicate and transact with their customers.

## What can a Health Services VA do for my business?

- Patient Intake
- Setting and managing appointments
- Appointment reminders
- Data entry for medical/health records
- Transcribing dictations
- Administrative Assistant
- Managing files and documents
- Human Resource Management
- Managing Payroll
- Checking benefit eligibility
- Filing insurance claims
- Billing, coding, and collections
- Email management
- Designing fliers and mailers
- Web Development
- Data Entry
- IT Support
- SMS/text messaging

*Additional roles available*

www.tawk.to www.tawk.to/hire-a-va/ john@tawk.to

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# The easiest way to hire a Health Services VA

| | | |
|---|---|---|
|  | **STEP 1** | Let us know the skills and experience you're looking for. We'll recruit your VA specifically to the requirements you submit. |
|  | **STEP 2** | We'll pre-screen and provide a short list of the top candidates. You review their qualifications. Then we'll set up an interview. |
|  | **STEP 3** | Once you've found your match, we'll kick off the onboarding process by sending you a schedule request. Our HR team will introduce you to your new VA and set up your first meeting. |
|  | **STEP 4** | You can manage your billing, upgrades and downgrades directly from your tawk.to Dashboard. Congratulations — you've successfully delegated! |

## *"An amazing addition to our team"*

*"John is an amazing addition to our team. He is very proactive and he also can communicate very well, closing a lot of tickets."*

- Alessio, NeuralText



## 24/7 Support

Our HR team is available around the clock to support the performance management of your VA.

| On Demand | 10 hrs/week | 20 hrs/week | Full Time |
|---|---|---|---|
| $15/hour | $450/month | $750/month | $1200/month |

### No lock-in contracts

**This is a month-by-month service.** Upgrade, downgrade or cancel any time by providing a one-month notice period.

### Starting at $7/hour

**Save up to 80% on employee costs** and work faster and better. You get more time for higher-level focus and strategy.

### Cover any time zone

**Our VAs serve in all time zones.** Need to answer patient calls after hours? We've got you covered.

## Request a VA

SCAN QR CODE

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