

# Mika Claims, LLC

Capability Statement | Administrative Support | Consulting | Claims Support | Program Support Materials

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## Company Overview

Mika Claims, LLC is a veteran-led small business providing administrative support, consulting, claims-related documentation support, and non-clinical program materials for agencies, organizations, and contract partners. The company is built for organized, documentation-heavy work that requires accuracy, discretion, follow-through, and clear communication.

## Core Competencies

- Administrative and program support services
- Documentation review, file organization, and data handling
- Claims support and case-file review
- Process improvement and workflow organization
- Records support and compliance-minded documentation practices
- Non-clinical educational guides, workbooks, and program support materials

## Differentiators

- Veteran-led business with a detail-oriented service approach
- Background in claims analysis, documentation review, and financial recovery support
- Remote-friendly operating model
- Strong fit for documentation-heavy assignments and support contracts
- Flexible positioning for entry-level contracts and future program support growth

## Selected NAICS Codes

Code	Description
541611	Administrative Management and General Management Consulting Services
561110	Office Administrative Services
561499	All Other Business Support Services
524291	Claims Adjusting
611430	Professional and Management Development Training

## Selected PSC Codes

Code	Description
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R408	Program Management / Support Services
R499	Other Professional Services
R799	Other Management Support Services
R708	Data Processing Services
R401	Financial Services Support

### **Past Performance Snapshot**

Professional background includes claims-related file review, discrepancy identification, documentation analysis, financial recovery support, and organized case handling. Detailed project-specific past performance can be added as contract history grows.