**CURRICULUM VITAE**

**ANJU**

**CERTIFIED PROFESSIONAL CODER**

**Email :** [***anju.334826@2freemail.com***](mailto:anju.334826@2freemail.com)



**POST APPLIED FOR : CERTIFIED MEDICAL CODER**

**OBJECTIVE**

Experienced **Medical Coder Analyst** **with 2+ year of experience with multi-disciplinary (VPS Healthcare).** To perform a growth oriented firm in the capacity which can utilize my dynamic and outstanding creative skills to analyze and synthesize information.Facilitate communication between team membersfor the successful execution of a project.

**QUALIFICATION SUMMARY**

**• Accurately assign ICD-9-CM and/or CPT-4 code(s) and sequence diagnosis and procedures per patient medical record   
• Performing in multispecialty like ER, and E&M, Surgery like ENT, Ophthalmology, Cardiology, Urology, Gastroenterology services & Diagnostic testing etc.   
• Well versed in Outpatient E/M coding, ER coding   
• Provide coding and documentation advice to the Physicians, coding unit, clinical and professional staff.   
• Analyze billing to enhance coding data accuracy for reimbursement   
• Ensure coded data accurately reflects service provided, based on documentation, guarding against fraud and abuse   
• Review and abstract relevant clinical data/medical records to select and sequence the appropriate ICD-9-CM diagnosis   
• Extensive use of 3M-HIS encoder & Encoder PRO   
• Updating professional knowledge in Current Coding Guidelines for each specialty from Health Authority of Abu Dhabi(HAAD) & American Hospital Association(AHA)**

**• Very efficient in Microsoft Office Software, including Word, Excel, and Powerpoint.  
Effective communication and interpersonal skills.**

**•Thorough knowledge of SAP**

**•Able to appeal for resubmission and defend claims based evidence of coding standards.**

**PERSONAL DETAILS**

Name : ANJU

Date of Birth : 05th MAY, 1987

Gender : Female

Nationality : Indian

Religion : Christian

Marital Status : Married

Mother Tongue : Malayalam

Languages Known : English, Malayalam, Hindi, and Arabic

Hobbies : Reading, Listening to Music

Strengths : Confidence, Mind to perform selfless services,

Willingness to work hard, Arabic speaking

**PASSPORT DETAILS**

Date of Issue : 04-08-2014

Place of Issue : Cochin

Date of Expiry : 03-08-2024

VISA Status : Husband VISA

**EDUCATIONAL QUALIFICATIONS**

**Certified Professional Coder (CPC)**

**Advanced Medical Coding and Billing**

**B Sc. Nursing and Midwifery**

**PROFESSIONAL EXPERIENCES**

**From: 6th January 2015 to till date**

**Working as a Certified Medical Coder in RCM (Revenue Cycle Management) office of VPS Healthcare, Abu Dhabi, UAE**

**From: 15th April 2014 to 15th September 2015**

**Worked as a medical coding trainee in Aldos Medical Services Pvt Ltd ,Kochin,Kerala India**

**From: 27th May 2010 to 5th April 2014**

Worked as a Staff Nurse in Accident and Emergency Department of **Turaif General Hospital, Turaif north zone, KSA**

**From:31st October 2009 to 31st March 2010**

Worked as a Staff Nurse in Causality and Emergency Department of **MAX DEVKI DEVI HEART & VASCULAR INSTITUTE,** 2Press Enclave.450 bedded hospital

**From: 25th August, 2008 to 24th August 2009**

Worked as a Staff Nurse in Causality and Emergency Department of **KASTURBA HOSPITAL,** BHEL Bhopal, India.350 bedded hospital

**DECLARATION**

I do hereby declare that the above mentioned details are true and correct to the best of my knowledge and belief.

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| --- | --- |
| Place: | ABUDHABI |
| Date: | **ANJU** |