**Parminder**

**Parminder.348259@2freemail.com**

Coding Officer (Clinical coder), PHCC, Qatar

**Credentials:Certified Professional Coder (CPC) from (AAPC)(American Academy of Professional Coders)**

**Certified Coding Specialist (ICD 10 AM) (Intermediate) from HIMAA (Health Information Management Association Australia) in April 2015.**

Background:

Parminder Singh is a graduate in Pharmacy and CPC and CCS (Australia) certified medical coder from AAPC and HIMAA respectively.

***Experience Summary:***

**November 26, 2012 till date**

**Working as Coding Officer for Primary Healthcare Corporation (PHCC), Doha, Qatar**

* Code patient charts according to an established classification system of ICD 10 AM (**Australian Modification,7 th edition)** and ACHI procedure codes in the EMR(Electronic Medical Record) using **Cerner** **Millennium application**.
* Abstract and analyze clinical data and related demographic information from health records according to established policies and procedures.
* Imparting training to physicians on clinical documentation.
* Release of Patient information as per the company policies.

***July26, 2011 till October 12, 2012***

**Organization**: Al Noor Hospital, Abu Dhabi,UAE

**Job** **Profile**: Medical Coder, Inpatient Claims Auditor, Medical Claims Processor

* Worked in departments of Medical coding, Quality and in Medical Audit and Claims Department (MACD)
* Resubmitted insurance claims from the provider end to DAMAN and other private insurance following HAAD (Health Authority AbuDhabhi) adjudication rules and Mandatory tariff list.
* Audited the inpatient coding files and claims for correct ICD-9 CM, DRGs.
* Audited the Inpatient IR- DRG claims and files to reduce the rejection and recovery by the insurance companies.
* The files were audited for the medical necessity, for the insurance irregularities (for all payers and plans), and for the medical coding as per the guidelines standards by HAAD.

Applied Evaluation and Management procedure codes along with diagnoses codes following CPT-4 and ICD-9 CM guidelines to outpatient medical records

Actively used coding tools like **3M, Encoder pro and super coder for** checking bundling of codes, code descriptions, and diagnoses compatibility

***December 03, 2010 till April 2011***

**Organization:** Genpact -India

**Job Profile:** Business Analyst

• Worked with Medicare Coverage Database process in INGENIX – Clinical.

* Researched Medicare policies on CMS (Centre for Medicare and Medicaid services) and updated the details on Content Manager an application of Ingenix.

 Job responsibilities were development of clinical data edits in the Content Manager for medical policies, LCDs, NCDs, which gets extracted in the form of edits in the front end tools utilized by the providers and payers.

***November 02, 2006 – November30, 2010***

**Organization:** ALPHA THOUGHT TECHNOLOGIES PVT LTD, Noida, India

**Job Profile:** Medical Coder

• Reviewed medical records and applied appropriate diagnostic and procedural codes by using ICD-9 CM (International Classification of Diseases-Clinical Modification) and CPT (Current Procedural Terminology)

* Was coding multispecialty files related to pathology, anesthesia and radiology
* Clarified information or diagnoses by communicating with healthcare providers.

***August 2001 till September 2006***:

**Organization:** Suguna Clinic & Pharmacy Hoshiarpur, Punjab, India

***Job Profile: Pharmacist***

• Provided information and advice regarding drug interactions, side effects, dosage and proper medication storage.

• Analysed prescribing trends to monitor patient compliance and to prevent excessive usage or harmful interactions. Maintained records, such as pharmacy files, patient profiles, inventories

***OCT 2000 to JULY 2001:***

**Organization:** RANBAXY Laboratories, Delhi**,** India

***Job Profile: Medical Representative***

Gave information and took feedback from the Medical fraternity about company’s drugs and new molecules.

***Education***

• Bachelor in Pharmacy

***Awards***

• Cleared **IELTS** (International English Language Testing System) with overall Band score of **7.5 out of 9** in **September 2015**

***Key Competencies***

* Human Anatomy, Medical Terminology, Physiology, Pathology and Pharmacy.
* Cleared ICD-10-CM Proficiency test from AAPC.

***Computer Proficiency:***

MS Office