**Carrier Objective:**

Looking for a position in Medical coding area to start my career. Where I can utilize my learning attitude, hard work, sincerity, for the good research result of the organization. Seeking a competitive and challenging career opportunity where I can put my technical, communication to the best use for the significant contribution to the growth and development of the organization

**Academic Credentials:**

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| Diploma in Clinical Research, Pharmacovigilance & Data Management | Private | NOMAD Life Sciences Pvt. Ltd, Hyderabad | 2014 | Completed |
| B. Pharmacy | Kakatiya university | Sri Shivani College of Pharmacy, Warangal | 2013 | 73.5 |
| Medical coding | private | Indian healthcare bpo | 2014 | completed |

**Pharamacovigilance,clinical research Data Management& medical coding knowledge:**

* Having good knowledge in medical coding
* Having good knowledge in ICD guidelines
* Having knowledge in human anatomy and physiology
* Having good knowledge on ICH GCP guidelines
* Knowledge on Clinical trials and Drug Development. Also have Knowledge pharmacovigilance and drug safety
* Experienced in MedDRA and Medical Terminologies
* Having experience in Signal detection & risk management
* Complete knowledge on Serious Adverse Events (SAE) reporting guide lines
* Knowledge on writing narrative summaries and concomitant medications on reported adverse event cases.
* Well versed with knowledge on Pharmacology and Pharmacotheurapetics, Anatomy and Physiology.
* During the course, very well understood the protocol and content of the protocol like visit structure, procedures, therapeutic area and randomization especially which is applicable to develop database.
* Having knowledge on CRF (Case report form) entry & Query resolution.
* Successfully learned industry based training to design paper CRF from the protocol.
* Knowledge of 21 CFR Part 11, Good Clinical Data Management Practice (GCDMP).
* Complete knowledge on Edit checks, open source tools - Open Clinical & open CDMS, Data validation, generating DCFs & DCF tracking etc.
* Have understanding of Review and Resolve discrepancies identified by the system or through manual checks as per guidelines.
* Review Case Report Form, track missing CRFs for the study.
* Complete knowledge With**ORACLE CLINICAL 4.5.1** and Worked on **Oracle RDC v4.6.0, Open clinica** and some sponsor customized EDC software’s
* Well understood IWRS systems like **Clinphone, Clinintel IWRS** etc**.**

**Technical skills:**

* Proficiency in Microsoft word, PowerPoint, Excel

**Certifications:**

* **Certified outpatient coder(cpc-H)**

**Personal Skills:**

1.Hard working

2. Passionate about work.

3. Good command over basic concept and new technology.  
 4. Patience

**Language(s) Known:**

English, Hindi and Telugu

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**Work** **Experience:**

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| --- | --- |
| **Company Name** | Veldose India private limited Mumbai |
| **Duration** | 2013 august to 2015 May |
| **Environment** | PICIS, Healthfirst, Encoder pro. |
| **Description** | Coding appropriate Icd and Cpt Codes. |
| **Role** | Medical coder in Emergency department, Anesthesia. |
| **Team size** | 20 |

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| --- | --- |
| **Company Name** | Hindhuja global solutions (HGS) |
| **Duration** | April 1st 2016 to Jan 16th 2017 |
| **Environment** | citrix,sciomine Ehub,Encoder pro. |
| **Description** | The purpose of the project is to denial the code according to client guidelines and CMS guidelines and working to the payer side |
| **Team size** | 23 |
| **Role** | Executive Medical Coder |

**Responsibilities:**

* We need to review the claims (patients records) and need to check details of the patients that should match with the billed claim
* We need to check the E/M components and used to down code as per CMS and client specifications
* We need to update everything depending upon client daily based updates
* Provide timely feedback and progress on project
*  Communicate information obtained during project related meetings with team members and organization, where applicable.
* Provide a daily status report to project management

**Declaration**:

I hereby declare that above information is true to the best of my knowledge & nothing has been concealed herein. All the documents in original/attested copy will be produced whenever required.

**SWATHI**