##### Sreejith b.TECH, CPC F:\img004.jpg

**Email:** [**sreejith.356558@2freemail.com**](mailto:sreejith.356558@2freemail.com)

**Aspiring towards assignments in Medical Claim Processor with a reputed organization.**

**Professional Synopsis:**

Skilled **Medical Coder/Resubmission Officer** with 4.9 years of experience with successfully performing Hospital Coding and extensive knowledge in entire Revenue Cycle Management of Dubai Health Authority**.** Knowledge in **ICD-9 CM, ICD-10-CM, CPT and HCPCS**. Ability to analyze and interpret complex medical records and identify billable services, ability to maintain quality and accuracy up to 98%. Holding credential by reputed organization.

**Profile Summary:**

* Currently working as Medical Coder & Resubmission Officer with Medcare Hospital
* Rich experience in performing Hospital Coding OP, IP.
* Gained extensive knowledge in entire Revenue Cycle Management of Dubai Health Authority
* Track record in covering all aspects of coding IP in Orthopedic, OB Gynecology, Gastroenterology & Outpatient Physiotherapy, Dental, Radiology, Laboratory, and Pharmacy codes
* Key skills in **analyzing rejections**, sort out rejection as per denial code/reason and processing
* Knowledge of rules & regulations laid as per **DHA guidelines** and agreement of TPA/Insurances
* Proficiency at grasping new concepts quickly and utilizing the same in a productive manner
* Have extensive knowledge of working with Citrix, Encoder Pro, 3M and Mediware software’s
* Analyzing rejected claims and **resubmitting** the same with proper medical justification and other information’s (eligibility, authorization and non-covered).
* Knowledge of **XML files correction** and upload in the DHPO website as per standard Schema followed by Dubai Health Authority (DHA).

**Skills:**

* Medical Coder/Resubmission
* Revenue Cycle Management
* Verification/ Rejection of Claims
* Account Reconciliations
* Medical Billing
* DHA Guidelines

**Employment History:**

1. Currently working as Medical Insurance Coder at **MEDCARE HOSPITAL, DUBAI (From MAY 31, 2015 to till date).**
   * **Resubmitting** rejected claims to insurance companies
   * Converting the coded Claims into **XML format** and uploading to the DHA E-Claim Portal after **CEED Verification** and make sure that all the CPT and Internal Codes are valid as per agreed tariff
   * Coding Inpatient and outpatient Medical records according to guidelines.
2. Worked as **Team Leader Coding** at Visionary RCM (revenue cycle management) Chennai. (From June 1, 2012 to April 302015).
   * Handling Medical Coding/Auditing team.
   * Responsible for handling different types of medical claims, which includes surgery, physical therapy, ER, diagnostic tests etc.

**Job Profile**

* Claim **Re-submission**& Submission in E-claim express.
* Coding Inpatient and Outpatient Medical records according to DHA guidelines.
* Resubmitting rejected claims to insurance companies.
* Covering all aspects of coding Outpatient Physiotherapy, Dental, Radiology, Laboratory, and Pharmacy codes.
* Effectively communicating with all departments with respect to the Approvals, receivables and Resubmission team.
* Responsible for handling different types of medical claims, which includes both OP and IP.
* Maintained the 98% of accuracy and productive quality. Using ICD-10 and CPT for coding.
* Review the charts for admit and discharge date, procedure start and end time and date.

**Academic Chronicle:**

* B. Tech (Biotechnology) Anna University, Thirunelveli.
* AAPC Certified Professional (CPC) Coder
* Member ID - 01281970

**PERSONAL PARTICULARS:**

* Date Of Birth: 07-08-1990
* Gender: Male
* Nationality: Indian
* Marital Status: Single
* Languages Known: English, Tamil, Malayalam
* Passport Details: ( Expiry on 22.05.2022 )
* VISA Status: Employment visa

**DECLARATION**

I declare and assure you that all the information given above is true to the best of my knowledge. If I am given a chance to serve in your esteemed organization I will do my duties honestly for your entire appreciation and patient’s welfare to the best of my knowledge and ability.

**Sreejith**