**RESUME**

**M. SANTHOSH**

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### Objective:

To pursue a challenging and rewarding career that would enhance my technical and interpersonal skills and provide opportunities for personal and professional growth.

###### Experience Summary:

* Overall **9+ yrs.** of experience in Medical Coding industry and **worked** as a **Team** **Coordinator** for coding dept. in **Al-Ahli Hospital, Qatar**. Worked on IP-DRG, OP, Surgery coding & quality audit and handling rejections & resubmissions as well.
* Well experienced in US coding, and Australia coding.
* Well experiences in **CPT4, ICD-10 CM, ICD-9 CM, HCPCS, ICD-10 PCS and Modifiers.**
* Well experienced in Australia coding **ICD 10 AM, ACHI codes, ACS.**
* Handling the dental and medical Insurance approvals throughout all insurance companies (Qatar).

Areas of expertise in various specialties.

* Experienced in **IP-DRG (MSDRG, ARDRG)** coding.
* Experienced in **E/M (In Patient, Out Patient, ED)** coding.
* Experienced in **Surgery** coding.
* Experienced in **Interventional Radiology (IVR)** coding.
* Experienced in **Diagnostic Radiology** coding**.**
* Experienced in **HCC** coding.
* Experienced in **Denial** management.
* Worked as a **Medical** **Coding** **Trainer**.
* Well experienced in Insurance end to end process (approvals, re-approvals, claims processing, submission, rejections and resubmission).

###### Roles & Responsibilities:

* Managing coding operations to deliver services as per client SLA’s.
* Presenting project performance through weekly and monthly review meetings with

Leadership team.

* Current KRA’s includes meeting client SLA, vendor Management, Resource utilization

and focus on top line overall efficiency.

* Managing service delivery goals through daily and weekly client calls and maintaining

good client relationship.

* Monitoring of team’s performance & progress through daily reports, team meetings.
* Conducting TLs meeting on daily basis to get the review and feedback on their

individual team performances.

* At the end of the day compile the entire Team production, quality reports and publish to the Management as well as to Team leads.
* Extraction of the charts from client pool and allocating to teams on daily basis.
* Actively participated in Pilot projects.
* Monitoring coder’s production and quality on daily basis.
* Encouraging coders and TL’s to meet their individual and team, production and quality

targets.

* Conducting weekly sessions on client CPT, ICD 10 cm new updates.
* Responsible for training & continuous improvement on Coding industry changes and

various refreshment trainings.

* Actively conducting coding training sessions to the freshers on client specific

guidelines, conducting weekly mock tests.

* Preparation of Coding documentation.
* Provides individual feedback to coders based on their quality to enhance their skill

level as well as providing opportunities for advancement in the coding section.

* Researches, analyzes and responds to inquiries regarding compliance, inappropriate

coding, denials and billable services.

* Weekly and Daily team huddles to update the new coding updates and daily plan

activity.

* Handling the Insurance approvals end to end process.
* Experienced in team handling.
* Experienced in coding all specialty charts with good quality.
* Experienced in **Quality Auditing** and **Verification** of all specialties.
* Well versed in Medical **Terminology** and **Anatomy**.
* Computer and medical knowledge, strong organizational abilities, demonstrating quality and communication skills.
* With an excellent record meeting and exceeding all performance goals.

###### Professional experience:

Current Organization: **4:**

Company : Al Ahli Hospital, Doha, Qatar.

## Designation : Team Coordinator-Coding.

Duration : August 2014 – November 2016 (2 yrs. 3 months).

Previous Organization: **3:**

Company : United Health Group Pvt. Ltd, Hyderabad, India.

## Designation : SME (Sr. Coding Splt).

Duration : July 2013 - August 2014(1 yr. 1 month).

Previous Organization: **2:**

Company : E4E Health care Business. Chennai, India.

## Designation : Coding Quality Auditor.

Duration : January 2013 – May 2013(5 months).

Previous Organization: **1:**

Company : Apollo Health Street Pvt. Ltd, Hyderabad, India.

## Designation : Sr. Coder & Auditor.

## Role : Quality Auditor.

Duration : January 2008 – Dec 2012(5 years).

###### Professional Qualification:

* **CPC** from AAPC (**A**merican **A**cademy of **P**rofessional **C**oders).
* **ICD 10-CM** Proficiency certified.
* Trained in **ICD-10AM, ACS, ACHI** codes(Australia coding)
* **Six Sigma - White Belt**.

###### Educational background:

* Bachelor of Science from Kakatiya University in the year of 2004 – 2007.

###### Technical Skills:

* **Coding Applications** **:** **CITRIX**, **3M, Alife, E-hope** applications.
* **Operating System** **:** Windows 8.1, 8, MS-office

### Personal Details:

Marital Status : Married.

Nationality : Indian.

Languages known : English, Telugu, Hindi, Tamil.

### Declaration:

I hereby that the above written particulars are true to the best of my knowledge and belief**.**