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**JOMOL**

**JOMOL.372727@2freemail.com**

**Clinical Documentation Integrity Specialist**

**Certified Medical Coder CPC-A (AAPC)**

**Professional Summary**

Highly knowledgeable and experienced Clinical Documentation Improvement Specialist has strong analytical and critical thinking abilities and the understanding of documentation standards in the medical field.Has superior writing skills and oral communication for effective education of patient care team members in documentation standards and guidelines.Has a Diploma in Nursing with 12yrs of work Experience,10yrs in UAE as Nurse In charge OPD and IP Departments and General nurse in one of the leading Hospitals in AbuDhabi.Has initiated a new Ophthalmology Specialty and subspecialty Out Patient Department and Preoperative care Ward according to HAAD and JCIA standards.

**CERTIFICATIONS**

• Certified Professional Coder (-CPC-A) – AAPC

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| •Practical Nurse Health Authority of Abu Dhabi(HAAD)-GN• Enrolling CPMA (AAPC) |
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| **CORE QUALIFICATIONS**\* Extensive knowledge of sound documentation guidelines and standards for  Preoperative plan of care and Invasive procedures **\*** Excellent analytical and critical thinking skills**\*** Ability to quickly and accurately analyse data**\*** Excellent writing abilities**\*** Strong interpersonal and oral communication skills**\*** Sound skills in education and training patient care teams in documentation standards\*Ability to uplift the standard of documentation and provide qualitative training on  Quality,Infection control and fire and safety related procedures and protocols with updated  Information.\*Elaborated knowledge about and attending skills on Audits HAAD,JCAI,SKEA,  EHSMS,ISO,TASNEEF and JAWDA  |
| **SPECIAL KNOWLEDGE**• Claim Re-Submission-Out Patient Department• Green Rain, Note Pad**++**• HMS(**Hospital Management System**)• HIS(**Hospital Information System)**• Medical Terminology• HIPPA Compliance• Payment Methodologies |
| • CPT®• ICD-10, CPC• Coding Guidelines |  |  |
| • Surgery and Modifiers• HCPCS Level II• Anatomy |  |  |
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**PROFESSIONAL QUALIFICATION**

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| **Sl No** | **Course** | **Name Of the Institution** | **Name Of the Board/University** | **Year Of Completion** |
| **1** | **Certified Professional Coding** | American Academy of Professional Coding | AAPC | **April 2017** |
| **2** | **General Nursing and Midwifery.** | Sri Uma Maheswara School of Nursing | AP Nurses and Midwives Council | **2003** |

**ACADEMIC QUALIFICATION**

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| **Sl NO.** | **Course** | **Name of the institution**  | **Name of the board**  | **Year of completion** |
| **1** | Higher Secondary | Anjaly College Kanjirappally Kerala India | MG university Kerala, India | 2000 |
| **2** | Secondary | St.Mary’s GHS Kanjirappally Kerala India | Board of Public Examination Kerala, India  | 1996 |

**WORK EXPERIENCE**

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| **Slno.** | **Designation** | **Name Of The Hospital** | **Duration** |
| 1 | Certified Medical Coder | Universal Hospital ,Abu habi,UAE | June 2017 (still continuing) |
| 2 | Nurse In charge(IP Dept) | NMC Specialty Hospital,Abu Dhabi,UAE | June 2015 to Dec.2016 |
| 3 | Nurse In charge(OP Dept) | NMC Specialty Hospital,Abu Dhabi,UAE | Sept. 2012 to June 2015 |
| 4 | Staff Nurse(GeneralOPD) | NMC Specialty Hospital,Abu Dhabi,UAE | Oct.2007 to Sept.2012 |
| 5 | Staff Nurse(ICU/ICCU) | Holy Spirit Specialty Hospital,Andheri,Mumbai | Sept.2003 to Dec.2006 |

**Total Nursing work experience:**

**\*** Nursing work experience in UAE for 10yrs (OPD and IP Departments)

**\***Nursing work experience in India for 2yrs (ICU/ICCU and Emergency departments)

**SKILLS & CAPABILITIES**

• Exceptional paperwork and proofreading skills
• Able to comprehend common coding procedures
• Computer: Word, Excel, PowerPoint, Internet, Email, Social Media

### **Declaration**

I hereby declare that the above mentioned statements are true to the best of my knowledge. Nursing career enabled me to handle any procedures and services with confidence. I have enough skill and knowledge to work as a Medical Coder in any Department /specialties.

Dear Sir/Madam

I would like to be considered for the position of **Clinical Documentation Integrity Specialist**  in your esteemed institution have CPC Certification from AAPC and Nursing License from HAAD.I can assure thorough knowledge of Anatomy, Physiology and medical terminology, I am confident in my ability to become an efficient member of your team.

As indicated in my resume, I have a demonstrated ability in Clinical Documentation, Auditing files, OPD and IP procedures in detail which will be very helpful to contribute to your bottom line.

The opportunity to work with you will allow me to apply the expertise I have developed during my work and training in a real-time environment.

Thanking you for your time and consideration.