**Curriculum Vitae**

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| **Manasa** **Medical Coder** **CPC Certified &****ICD - 10 CM Proficiency** | **Communication Info**Al Karama, Dubai, UAE.**Manasa.373898@2freemail.com** |
| **ㅡ****Technical Skills** | Medical Coding, Medical Terminology, Medical Billing, Denial Management, Revenue Cycle Management, HIPAA, CPT, ICD-9 CM & ICD - 10 CM Proficiency, Managing Process, Good Interpretation, Productivity, Judgment, Verbal Communication & Customer Support. |
| **ㅡ****Experience** | **United Health Group /** Medical CoderOctober 2014 – September 2017, Hyderabad, IndiaUnited Health Group is a Multinational Healthcare Company, where I was worked as a Medical Coder - Medical Coding, Medical Billing & Denial Management by using CPT, ICD-9CM, ICD - 10CM Proficiency & Modifiers by using Emerald Software. |
| **ㅡ****Certifications** | **Certified Professional Coder (CPC)** from - AMERICAN ACADEMY OF PROFESSIONAL CODERS (AAPC).**ICD - 10 CM Proficiency.**MS-Office (WORD, Power Point, Excel, Paint) – Certification Course from Local Institute. |
| **ㅡ****Roles & Responsibilities** | ***Medical Coding:*** * Receiving and Reviewing charge documents from on shore sites.
* Checking the Patient Demographics and primary, secondary and tertiary insurances and billing accordingly.
* Reviewing Patient Medical Reports and Assigning Codes on regular basis by using CPT, ICD - 9CM, ICD -10 CM Proficiency, HCPCS & Modifiers.
* Following the HIPPAA and US healthcare guidelines in confidentiality.
* Verifying payer specific guidelines to increase first pass ratio for the claim submission.
* Ensuring charge information provided is acceptable and perfect.
* Maintaining and upgrading coding tools and coding guidelines.

***Denials Management:*** * Reviewing the denials and finding the solution for denial and solving accordingly by correcting the medical data & Codes.
* Maintaining provider specific updates for all the providers to Avoid rejections and denials.
* Reviewing & Updating / Correcting the assigned medical Codes for submissions to insurance companies.

***Additional Roles:*** * Weekly basis attending training sessions and updating myself on latest updates from American Academy of Professional Coders (AAPC) and Health Insurance Portability and Accountability Act (HIPAA).
* Communicating with Auditors & Team Leaders on weekly basis and solving the problems and developing good work environment.
* Sending the daily production and issues to Operations Head on daily basis.
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| **ㅡ****Awards** | Awarded ***Venous Certificate*** for **TOP PERFORMER** of the 2nd Quarter in 2016 at United Health Group. |
| **ㅡ****Education** | **Kakatiya University, Warangal - India** *Master of Pharmacy – 70%.*November 2012 - December 2014, WARANGAL, INDIA**Master of Pharmacy** – Pharmacology, Pharmacokinetics & Pharmacodynamics, Clinical Research & Development.**Jawaharlal Nehru Technological University, Hyderabad - India /** *Bachelor of Pharmacy – 72%.*August 2008 - April 2012, HYDERABAD, INDIA**Bachelor of Pharmacy** – Physical Pharmacy, Anatomy, Pharmaceutical Analysis, Regulatory Affairs, Pharmaceutical Technology, Pharmacology, Pharmacognosy, Pharmacovigilance, Environmental Science, Pharmaceutical Biotechnology, Medicinal Chemistry, Pharmaceutical Microbiology, Dispensing and Hospital Pharmacy, Clinical Trials, Clinical research, Organic and Inorganic Chemistry, Jurisprudence, Statistical method and Computer Applications, Health Education and Pathophysiology.**Andhra Pradesh State Board of Intermediate Education, SVJC, Warangal, India** / *Intermediate – Bi.PC – 87%*June 2006 - March 2008, WARANGAL, INDIA**Intermediate –**  Botany, Zoology Physics and Chemistry**Andhra Pradesh State Board of Secondary Education, CHS-Wardhannapet, Warangal, India** / *SSC – 84%*JUNE 1996 - March 2006, WARANGAL, INDIA**Secondary School of Education (SSC) –** Mathematics, Physics and Chemistry, Social, Biology, Computers. |
| **ㅡ****Project Work** | **Project Title:** Evaluation of Anti - Diabetic Activity of Sophora Interrupta.**Summary:** It works as a better Anti - Diabetic drug and used to reduce the blood sugar levels. |
| **ㅡ****Extra-Curricular** **Activities**  | Event Organizer in all school and college annual day functions and other events.Participated in Environmental Awareness program and global warming held at Hyderabad, INDIA. |
| **ㅡ****Strengths** | ● Zeal to learn new things.● Stress tolerance● Analytical and Problem Solving Skills● Goal oriented: Results achiever, Meeting deadlines |
| **ㅡ****Personal Profile** | Marital Status : MARRIEDDate of Birth : JULY 17th, 1991Nationality : INDIAN Languages Known : ENGLISH, HINDI, TELUGU Visa Status : Visit Visa |
| **ㅡ****References** | Furnished promptly upon request with supporting documents  |
| **ㅡ****Declaration** | I hereby declare that the above mentioned details are true to the best of my knowledge and belief. |

**Place :**

**Date :**