**CURRICULUM VITAE**



**Dr. LEMIZ K**

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**ADRESS: -** **ABUDHABI**

**POSITION APPILIED: -CERTIFIED PROFESSIONAL CODER**

**Career Objective**

Want to work as an advancing medical coding professional in a challenging and intriguing working atmosphere with the utilization of adept coding expertise and proficiencies.

**Key Skills**

* Informative in different areas like Anatomy & Physiology, Psychology, Advanced Medical Terminology, and other related medical sectors
* Possesses knowledge of quality related to medical coding methods and guidelines, including ICD-10, HCPCS, and CPT.
* Submission and resubmission of insurance claims as per the provided data.
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* Competent at reviewing records for completeness, correctness and compliance with regulations.
* Understand insurance guidelines including Government authorities and Private insurance companies.
* Able to use document scanning management software.
* Talented in assuring accuracy of medical records in compliance with state and federal regulations.
* Familiar with coding and resubmission systems of hospital in Abudhabi.

**Educational Qualifications**

* Professional Medical Coding from Cigma Academy under AAPC
* BACHELOR'S DEGREE IN HOMEOPATHIC MEDICINE MARTIN HOMOEOPATHY MEDICAL COLLEGE

Dr.MGRUniversity, TAMILNADU From Sep 2010 toNov 2016

* Higher Secondary Education From State Board of Kerala

**Professional Qualifications**

* Certified Professional Coder (CPC) Certification from American Academy of Professional Coders (ID:01536126)
* Doctor in Homeopathic Medicine

**Working experience**

* Working as a medical coder in Universal Hospital Abudhabi from 1st June 2017 to till date.
* Worked as a homoeopath in Kerala for one and half years.

**Duties and Responsibilities**

* Ensuring accurate coding and sequencing diagnosis and procedure codes as specified by established by coding principles and guidelines of UAE health department.
* Assigning medical codes using ICD-9, ICD-10, CPT and HCPCS codes.
* Operate data base and medical coding software like RHIS,INSTA,GREENRAIN and CARE EMR.
* Ensure claims are entered and submitted on time.
* Process a minimum of 200 OP coding and more or less 40 documentation a day conforming to icd-9, icd-10 and CPT.
* Reviewing and analyzing patient medical records to ensure all applicable Patient data is assigning the relevant codes.
* Contacting clinic or other departments for collecting the additional information to complete coding process.
* Answer the enquiries from Doctors, Patients and Insurance companies.
* Evaluate and re-file appeals of patient claims that were denied.
* Attending seminars, workshops, and publication to update the latest changes in insurance industry and coding rules.

**Computer skills**

* MS OFFICE ( Excell, word and Power point)
* Windows -10, windows-8, vista, XP.
* Typing speed is 100WPM.

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| **Personal Details** |  |
| Marital Condition: | Married |
| Sex: | Female |
| Citizenship: | Indian |
| Date of Birth: | 15-oct-1991 |
| Visa: | Husband visa |

* ***I want to prove myself everywhere and every moment as a new challenge.***

**Declaration**

The information furnished above is correct to the best of my knowledge.

**Dr.LEMIZ**