

 Malathi..379525@2freemail.com

***MALATHI***

***OBJECTIVE***

I am a sincere, loyal and dedicated individual who has a great deal of ambition. I am seeking a position for MEDICAL CODING where I can develop and excel while giving my best as an employee.

***PROFESSIONAL WORK EXPERIENCE***

Sutherland Healthcare Solutions Private Limited

 [June 22, 2015 to Feb 3, 2018]

Team: Dignity [ED]

* Coded medical records with ICD-9, ICD-10, and CPT while initially processing 120-150 encounters on daily and maintained 100% accuracy and achieved 125 %productivity goals.

o Duties also included handling wide variety of medical records including Health and Vaccination, Surgery procedures.

o Worked on MS4, 3M, and Cerner software and coded accurately.

Used 3M software for the ICD and CPT codes.

o Worked for St. Rose, SNMH and St. Joseph Hospitals.

o Coded medical records with ancillary services processing 200-300

encounters per day with 100% accuracy.

Team: UVA [E/M]

o Performed Evaluation and Management Service (E/M Outpatient).

o On daily basis we receiving the client audit feedback.

o Department Coding Specializations Listed: Coded Outpatient services,

Emergency Service, Preventive medicine service, Gynecological visits.

o Handling of NOVITAS and NGS guidelines.

o Worked on EPIC software.

o Reviewing patient medical records and handled with ancillary CPT

codes, Vaccination Codes, Surgery codes and ICD-10 codes with the

100% production and 100% accuracy.

Team: UIC (E/M)

 o Review patient’s e-medical records.

* Performed outpatient services, Emergency service, preventive medicine Service, Gynecological visits.
* Handling NOVITAS and NGS guidelines.

 ***SKILLS***

KEY SKILLS

o Good Knowledge in Anatomy & Physiology.

o Medical Terminology.

o ICD-9, ICD-10 Coding.

o CPT HCPCS Coding.

* Worked on internal auditor
* Trained new medical coder of my knowledge.

o A good team player

 TECHNICAL SKILLS

 Medical coding

o Specialty – ED/EM/CPT

 oSoftware- 3M | Cerner| Citrix | Encoder Pro | OPTUM-360 | EPIC

o Computer skills: MS-Word | MS-Excel | MS-Power Point.

 ***EDUCATION***

o B. Sc (Biotech) |2013

 Noorul Islam College of arts and science.

 M.S University

 Tamil Nadu

o M. Sc (Biotech) |2015

Noorul Islam College of arts and science.

M.S University

 Tamil Nadu

 ***KEY ACHIEVEMENTS***

o Cleared AAPC Certification Exam CPC.

* Cleared Certification in Functional English examination from

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o Received spot awards for the good quality in work.

o Awarded as “Employee of the month" for consistency in work.

o Research and Analysis of Patient Report.

***PERSONAL DETAILS***

 **Date of Birth** 25.12. 1992

**Age** 25+

**Gender** Female

**Nationality** Indian

 **Marital status** single

 **Mother tongue** Tamil

 **Languages known** English, Tamil, and Malayalam.

**Declaration:**

I hereby declare that the information furnished above is true to the best of my knowledge and belief.