

**SHERIN**

**E-Mail:** **sherin.381448@2freemail.com**

**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.

**Professional Summary:**

* Certified Medical coder offering a wealth of experience in interacting with office staff, physicians and patients. Hardworking, educated and willing to go the extra mile to complete any task.
* Medical Coder with 3 years’ experience in healthcare software industry.
* Responsible candidate with excellent communication skills.

**Key Skills:**

* Certified CPC Coder (ICD-10)
* Maintain a good accuracy rate
* Qualified in healthcare billing
* Good knowledge of Human Anatomy and Physiology
* Good knowledge of the Medical Terminologies and procedures
* Promotes positive behavior
* Maintains good rapport with the team members

**Work History:**

1. **Medical Coder** **Feb 2015 -Mar 2018**

eClinicalWorks India Private Limited Mumbai, MH

**Roles and Responsibilities**:

 - Receive and review patient charts and documents for accuracy

 - Ensure that all codes are current and active

 - Report missing or incomplete documentation- Meet daily coding production

 - Performs accurate charge entries

 - Ensure proper coding on provider documentation

 - Serves as resource regarding insurance resolutions and coding questions

 - Follows coding guidelines and legal requirements to ensure compliance with federal and state

 regulations

 - Performs additional duties assigned by Coding Manager as needed

1. **Registered Staff Nurse Aug 2012 - Aug 2014**

Breach Candy Hospital Trust Mumbai, MH

**Roles and Responsibilities**:

 - Partnered with team of registered nurses to achieve overall well-being of all patients.

 - Investigated and reported issues relating to patient care or conditions that might hinder

 patient well-being.

 - Ensured efficacy of treatments through monitoring of treatment regimens.

 - Continually improved knowledge, skills and performance based on feedback and self-

 identified professional developmental needs.

 -Assisted patients with daily functions.

 -Developed and implemented nursing care plans.

 -Ensured safety and well-being of patients.

 -Instructed patients and family members on proper discharge care.

 -Provided patient education.

**Education:**

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| **Exam** | **University/Institute** | **Year** | **Class** |
| SSC | MUMBAI | 2005 | 1st Class |
| HSC | MUMBAI | 2007 | 1st Class |
| B.Sc. Nursing | MUMBAI | 2011 | 1st Class |
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**Certifications:**

CERTIFIED MEDICAL CODER – CPC

**Hobbies & Other Achievements:**

* Passionate about music
* Stage Performer since school days
* State Level Winner in Light music at mahar4ashtra university of health sciences
* Served as Gen. Secretary in a spiritual youth forum (Malankara Catholic Youth Movement)
* Fond of pets
* Love to travel different places
* Keen interest in reading Spiritual Books