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| DR.LEKSHMI |

**E-mail :** [lekshmi.383453@2freemail.com](mailto:lekshmi.383453@2freemail.com)

**Nationality:** Indian **Date of Birth:** 14-02-1987

**Visa Status:** Husband Visa **Marital Status:** Married

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| **OBJECTIVE** |

* Seeking a position where I can utilize my Coding skills, experience with patient records, and background in medical terminology to accurately abstract and validate ICD-10 CM and CPT codes.
* Seeking a carrier position in medical sector where professional experience will be considered as an advantage.
* Responsible to handle management sides of hospital and clinics.
* Seeking an advisor position which demands involvements, expertise and at the same time

can provide challenges.

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| **PROFESSIONAL SUMMARY** |

* Fully certified Medical Coding specialist has a full understanding of ICD-10 CM and CPT Coding procedures.
* Excellent data entry skills allow for accurate coding of medical information and provided care.

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| **CERTIFICATION** |

CERTIFIED PROFESSIONAL CODER(CPC) – AAPC CERTIFIED.

Special Knowledge :ICD-10 CM

CPT

HCPCS Level 2

HIPPA

Anatomy , Physiology and Medical Terminology.

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| **ACADEMICS** |

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| **COURSE** | **YEAR OF**  **COMPLETION** | **NAME OF INSTITUTION** | **UNIVERSITY/BOARD** |
| B.A.M.S(Bachelor of Ayurvedic Medicine and Surgery) | 2012 | Mannam Ayurveda Cooperative Medical College, Pandalam, Pathanamthitta. | Kerala University |
| PG Diploma in Hospital Administration | 2014 | VidhyaBharathi Group of Institutions | Alagappa University |

**REGISTRATION NO : 12533**

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| **JOB EXPERIENCE** |

Name of the post : Doctor

Name of Organization : SreeAgasthya Medical Centre, Tripunithura, Ernakulam

Duration : 2013 May to 2014 December

Name of the post : Medical Officer

Name of Organization : ArshadharaAyurvedic Hospital and Panchakarmacentre,

Pandalam, Pathanamthitta

Duration : 2012 February to 2013 April.

**SKILLS AND CAPABILITIES**

* Able to comprehend common coding procedures.
* Extensive knowledge of Medical Terminology, Anatomy and physiology across a broad range of medical practice areas.
* Excellent data entry skills.
* Strong understanding of ICD-10 CM, CPT requirements and procedures and HCPCS.
* Fully devoted to work and Absolutely professional.
* Good demonstration and communication skills both verbally and written.
* **COMPUTER** : Word, Excel, power point, Email, Internet and Social media.

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| **DECLARATION** |

I hereby declare that the above facts given by me are authentic and accurate to the best of my knowledge and belief