**CURRICULAM VITAE**



**NAGA LAKSHMI**

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**Career Objective:**

Seeking assignments as a Medical coder/Medical claim processor with reputed originations in Medical and Insurance Filed. Good Progress in my career through all my best knowledge and great effort to my position.

**Competencies:**

* Self-Starter and Motivated
* Innovative, Sincere and Hard Worker with a high level of Integrity
* Ability to recover from struggling conditions
* Good coordinating capability **E**

**DUCATIONAL QUALIFICATION:**

**Education Qualification:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Education** | **Board/University** | **Year** | **Percentage** | **Medium** |
| 10th Standard (SSC) | Secondary School Certificate (SSC)-AP | 2012 | 67% | Telugu |
| Intermediate (MPC) | Board of Intermediate Education-AP | 2014 | 56% | English |
| Bachelor of Science  (PCM) | North East Frontier Technical University(NEFTU)-AP | 2018 | 66% | English |
| CCS (Certified Coding Specialist Exam)-Medical Coding | American Health Information Management Association(AHIMA) | 2018 | 76% | English |

**Career Roles a Medical Coder**

* Highly Skilled in abstracting information and assigning codes to describe each documented analysis
* Knowledge about coding guidelines ICD 10 CM,CPT &HCPCS Payment Methodologies
* Strong familiarity of Anatomy
* Primarily responsible for the execution of daily basis reconciling
* Ability to liaise with insurance companies regarding questions and claims
* Systems Entry of the Inpatient and Outpatient
* Review Medical records for accurate diagnosis, procedure and Billing codes
* Monitor data quality to maximize reimbursement

**COMPUTER SKILLS:**

1. MS Office.

2. Emailing

**LANGUAGE SKILLS:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Language** | **Read** | **Write** | **Speak** | **Proficiency** |
| Telugu | Yes | Yes | Yes | Proficient |
| English | Yes | Yes | Yes | Intermediary |
| Hindi | Yes | Yes | No | Beginner |

**PERSONAL DETAILS:**

**Date of Birth**     : 02-06-1997,

**Sex**                     : Female,

**Marital Status :** Married

**Nationality**        : Indian,

**Hobbies**     : Reading Books &News, Indoor Games and Listening Music.