



# DILSHNA FYROZA PUNNAKKAL

## CERTIFIED PROFESSIONAL CODER

Member ID:02149376

Cell# +971-55-433 0471

+971-56-526 8200

Email: dilshnafyroza@gmail.com

### Qualifications

#### Medical Coding & Billing

Cardea Healthcare Solutions  
Calicut – Kerala (2023)

#### Post Graduate Diploma in Guidance & Counseling

Aligarh Muslim University  
(2021)

#### Bachelors of Arts in Sociology

Farook College - University of  
Calicut (2015)

### Training & Certification

#### Certified Professional Coder (CPC) 90% – AAPC

#### Diploma in Financial Accounting

### Personal Details

Date of Birth	28-07-1994
Sex	Female
Nationality	Indian
Religion	Islam
Marital Status	Married
Visa Status	Residence Visa
Passport No:	N5847395

### Languages Known

English, Hindi, Malayalam

### Declaration:

The above information is true to the best of my knowledge and belief. I assure that I will perform my duty and meet the organizational requirements sincerely and to the satisfaction of my superiors, if I may be given an opportunity to work your esteemed concern.

Place: Dubai

Date:

### CAREER OBJECTIVE

To expand upon my career as health care professional in an exciting position in Medical coding field bringing my medical acumen, strong attention to detail and personal attributes of enthusiasm and motivation to grow into the organization.

### WORK EXPERIENCE

#### Pioneer Med Group LLC – Dubai

#### Medical Coder – Intern

Dec.2023 – Feb.2024

- In-depth knowledge of data entry and Medical coding under DHA guidelines (CPT, ICD-10 CM, IV Infusion, Injection, Hydration)
- Knowledge in taking approvals and checking eligibility via Riyati Portal, DHPO Portal and Insurance Portals
- Analyse medical records and identifies documentation deficiencies
- Review and verify documentation with support diagnosis, procedures and treatment results
- Well knowledgeable in Denial Management
- Dental coding and universal tooth numbering

### SKILLS

- Sound knowledge of medical terminology, anatomy & physiology
- ICD 10 -CM, CPT & HCPCS Coding
- Interpersonal Skills – Verbal communication, Problem solving, Time Management and Listening skills in any Administrative role.
- IT Skills – MS Office, Tally, Data Entry
- Manual Accounting

Dilshna Fyroza Punnakkal