DR.AJSINA KP
Certified Medical Coder(Member ID: 02001165)

📞 0502590947

✉ ajsinakp@gmail.com

in linkedin.com/in/dr-ajsina-kp/

📍 Sharjah ,UAE(Open to relocation)

SUMMARY

Certified Professional Medical Coder with **2 years** of experience in Hospital & Healthcare industry, seeking a career in Medical Coding/ Health Insurance field with a willingness to accept challenges and responsibilities. Familiar with clinical coding procedures and best practices in data management. Knowledgeable about medical coding processes and practices.

SKILLS

- ICD-10
- CPT Coding Guidelines
- HCPCS Level II codes
- Medical Terminology
- Anatomy & physiology
- Medical Insurance Regulations
- Medical database management
- Quantitative and Qualitative Analysis

CERTIFICATIONS

- **Medical coding** (CPC) by AAPC
- **R programming** by Microsoft
- **Advanced Excel** by Certification by NV Training Solutions & Consultations

EXPERIENCE

Health Administrative Assistant **(**May2021 - Feb2022)
Urban Primary Health Center | Kozhikode, India

- Developed and implemented strategic plans to coordinate patient flow and reduce patient waiting hours.
- Administered facility records, keeping adequate information about activities and services.
- Monitored and updated daily health delivery services in the HMIS portal.
- Organized training to build and maintain a qualified healthcare services team.
- Coordinated a team to acquire NABH quality accreditation for the hospital.
- Monitored and tracked medical supply inventories against requirements.
- Reviewed and approved patient's eligibility for National Health Insurance coverage.

Research Fellow (Dec 2019-Feb 2021)
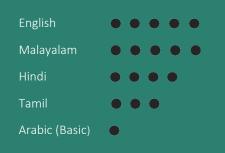Health Action by People | Trivandrum, India

- Undertook qualitative data analysis for a research project on decentralization and its effect on health system of Kerala
- Conducted a mixed method study on material management &logistics in the "Saantwanam" program under Kerala State's flagship Kudumbasree project
- Conducted a systematic literature review for preparing a review paper for Newcastle bio-medical university.
- Prepared an in-depth community profiling of the population which belong to the catchment area of the organization.

Ayurveda Practitioner (Apr2018 - May2019)
Kottakkal Ayurveda Clinic | Kozhikode, India

- Prescribed and administered therapeutic and prophylactic measures.
- Educated patients on the significance of lifestyle changes to enhance the benefits of ayurvedic treatments.
- Ordered and analyzed laboratory tests and imaging scans to determine the definitive diagnosis.
- Conducted Yoga therapy sessions to cure lifestyle disorders and chronic ailments.
- Kept accurate medical records of patient information, diagnosis, and treatment plans.
- Provided administrative support and coordination for all aspects of patient care.
- Monitored drug stocks, timely processing papers necessary for the clinic.

LANGUAGES

English ● ● ● ● ●
Malayalam ● ● ● ● ●
Hindi ● ● ● ●
Tamil ● ● ●
Arabic (Basic) ●

POSITIONS OF RESPONSIBILITIES

Volunteer – Hospitality and Technical Committees, Clairvoyance 2019

INTERESTS

Health Data analysis
Reading books and health articles

EDUCATION

Certified Professional Coder(CPC)
AAPC | Dubai (2022)

Master's in Public Health Administration(MPH)
Tata Institute of Social Science | Mumbai, India (2021)

Bachelor of Ayurveda Medicine and Surgery (BAMS)
Government Ayurveda College | Kerala ,India(2018)

PERSONAL INFORMATION

Name   : Ajsina kp
Date of Birth   : 23-10-1992
Gender   : Female
Marital Status. : Married
Nationality   : Indian
Visa status.   : Visit Visa
Expiry Date   : 26-11-2022
Passport No   : S526867
TCMC Reg No   : 19829

DECLARATION

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

AJSINA KP

AAPC

Hereby confers upon

ajsina KP

the title of

Certified Professional Coder™ - Apprentice

For having satisfied all the requirements and having

successfully passed the examination given by AAPC,

magna cum laude.

In witness whereof, this certificate is granted by authority

of AAPC

this month of August, in the year two thousand twenty two.

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President, National Advisory Board

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CEO