

# Dr.Nasheeda Rauf



## Contact

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## Languages

- English
- Malayalam
- Hindi
- Tamil

## Objective

To get employed as insurance coordinator or medical coder in a leading medical clinic or insurance company where I can show my potential, and make use of my previous experience in medical coding as well as medical skills so as to achieve companies goal along with my personal success.

## Education

**CERTIFIED MEDICAL CODER | AMERICAN ACADEMY OF PROFESSIONAL CODERS 2024**

Successfully passed Certified Professional Coder Exam with 86% of mark

**BACHELOR IN HOMEOPATHIC MEDICINE AND SURGERY | VINAYAKA MISSIONS UNIVERSITY, INDIA**

2011 – 2017

**DIPLOMA IN GUIDANCE AND COUNSELLING PSYCHOLOGY | BHARAT SEVAK UNIVERSITY**

JUNE 2022 – MAY 2023

**HIGHER SECONDARY EDUCATION | KERALA BOARD OF SECONDARY EXAMINATION, INDIA**

2008 - 2010

## Experience

**HOMOEOPATHIC PHYSICIAN & COUNSELOR | DR. NASHEEDA'S MEDICARE HOMOEOPATHY & COUNSELLING CENTRE, KERALA, INDIA 2022 – 2024**

**Responsibilities:**

- Assessed patients and developed a detailed case history with patient as comprising psychological, emotional and physical symptoms and characteristics; using homoeopathic remedies to treat a range of conditions.
- Carefully analyzed test result and information gathered during examination for properly diagnose the condition.
- Develop individualized treatment plans based on patient's unique needs, utilizing homoeopathic remedies and therapies.
- Learned how to work and lead other member of the medical team and mingle with other physicians and specialists.
- Educate patients about the principles and benefits of homoeopathic medicine.

**HOMOEOPATHIC PHYSICIAN | DR.NASHEEDA'S HOMOEOPATHY CLINIC, KADAMBUZHA, KERALA, INDIA**

**2020 – 2022**

**Responsibilities:**

- Case taking including detailed history and past medical history
- Analyzed each case to select a remedy or series of remedies appropriate for the individual; advising on lifestyle issues, such as diet, exercise and mental health.
- Prescribe homoeopathic medicines in appropriate doses.

## Personal Details

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DATE OF BIRTH : 10-11-1991  
MARITAL STATUS : Married  
NATIONALITY : Indian  
PASSPORT NO : U2874548  
VISA STATUS : SPONSER VISA  
DRIVING LICENSE : INDIA

- Counselling for patients who are in need.
- Maintain open communication and share relevant patient information as needed.
- Carefully analyzed test result and information gathered during examination for properly diagnose the condition.

### **HOMOEOPATHIC PHYSICIAN | HOMOEOPATHY HEALTHCARE, KURUKATHANI, KERALA, INDIA**

**2018 -2019**

#### **Responsibilities:**

- Use holistic approaches to diagnose and identify the underlying causes of health issues.
- Monitor and adjust treatment plans as necessary to ensure optimal patient outcomes.
- Select and administer appropriate homoeopathic remedies in accordance with the principles of homoeopathy.

### **MEDICAL OFFICER | HOMOEOPATHIC HEALTH CENTRE TRUST PLAZA, KERALA, INDIA**

**2017- 2018**

#### **Responsibilities:**

- Maintain accurate and detailed medical records of patient consultations, treatments, and progress.
- Coordinate care with other healthcare providers, including, conventional medical doctors, to ensure comprehensive treatment approaches.
- Conduct regular follow-up appointments to assess treatment progress and make necessary adjustments.
- Participate in continuing education programs and workshops to enhance skills and knowledge.

### **INTERN | VINAYAKA MISSION MEDICAL COLLEGE & HOSPITAL, SALEM, INDIA**

**2016 – 2017**

#### **Responsibilities:**

- Attended medical conferences to learn how to better treat and connect with patients.
- Discuss various treatment options with patients and families.
- Maintain accurate medical record and document case history details
- Monitor patient's responses to homoeopathic remedies and provide ongoing support and guidance.

## Skills

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- Proficiency in CPT, ICD-10-CM and HCPCS code sets.
- Ability to accurately assign diagnostic and procedural codes to medical records.
- Understanding of medical terms, abbreviations and acronyms used in healthcare documentation.
- Strong computer skills with high accuracy and attention to detail.
- Good team work capabilities

- Have a profound ability to mediate the insurance companies and talk about queries regarding claims
- Applied knowledge in Anatomy, pathology, radiology and disease processes with medical terminologies to accurately code medical records.
- Ability to focus on accuracy and precision when coding and reviewing medical records.
- Effective verbal and written communication skills to collaborate with healthcare providers and other team members.

## Certifications

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- Participated in “*personality development programme*” organized by Internal Quality Assurance Committee (IQAC).
- Participated in one day State Level Continuing Homoeopathic Medical Education program.
- Participated as a delegate in *Nano Homoeopathic national seminar* on recent innovative scientific research in homoeopathy.
- Attended seminar of the Institution of Homoeopaths Kerala on “*paediatric disorders and its homoeopathic management*”.
- Participated in the scientific seminar NOVA VITAE on “*infertility and it’s Homoeopathic management*”.
- Participated in one day Homoeopathic workshop on *scope of homoeopathy in peadiatrics and an introduction to the repertory of nosodes & sarcodes – Berkely Squire*.
- Participated in 5 Hour CME in connection with Homoeopathic Consortium Charitable Society’s 6<sup>th</sup> Annual Conference & Seminar.

## Declaration

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I hereby solemnly declare that all the statements given above are true as per my knowledge.

Dr. Nasheeda Rauf