



CONTACT

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SKILLS

- Medical Coding (ICD-10-CM, CPT, HCPCS, HIPAA)
- Anatomy, Physiology and Medical terminology
- Communication skills
- Adaptability
- Team Collaboration
- Leadership Skills & Decision Making
- Data Entry & Management
- Healthcare Compliance
- Excellent attention to detail
- Time Management
- Problem-solving
- Excellent proficiency in MS Office Applications

LANGUAGES

English

Advanced (C1)

Malayalam

Native

Hindi

Upper intermediate

Tamil

Advanced

Dr. RESHMA RAJAN

PROFESSIONAL SUMMARY

An accomplished **General Dentist** boasting 8 years of experience in the medical field bringing a wealth of knowledge and expertise to the table. Currently holding **CPC certification** as a Medical Coder, eager to leverage the skills to make a meaningful contribution to the success of a forward-thinking healthcare organization. The medical background equips with a unique perspective that blends clinical proficiency with the precision of medical coding, ensuring to provide exceptional value to the team.

WORK HISTORY

GENERAL DENTIST

03/2022 - 05/2023

PRIME DENTAL CARE - TRIVANDRUM, INDIA

- Discussed treatment options and provided optimum treatment plans to best suit patient.
- Maintained patient records and documentation.
- Conducted comprehensive oral examinations, identifying issues and recommending treatment plans.
- Performed dental procedures, including examinations, oral prophylaxis and extractions.
- Specialized in creation of temporary fibre-reinforced composite bridges.
- Collaborated with multidisciplinary team to ensure comprehensive patient care.
- Treated about 8-12 patients per day

GENERAL DENTIST

04/2021 - 09/2021

DR. PRIYA'S DENTAL CLINIC - KOLLAM, INDIA

- Communicated efficiently with fellow staff to provide unrivalled patient care.
- Practised preventative procedures to avoid future dental problems.
- Experienced in performing wide range of restorative treatments using composite and amalgam fillings.
- Skilled in design and application of removable orthodontic appliances.
- Coordinated with dental laboratories for fabrication of prosthetics and appliances.
- Managed over 15 patients per day

GENERAL DENTIST

04/2015 - 08/2019

YOGAKSHEMA HOSPITAL - KOLLAM, INDIA

- Accomplished in various dental procedures: tooth extractions, comprehensive oral prophylaxis and cosmetic teeth whitening.
- Proficient in full arch and partial denture fabrication, including both fixed and removable prosthetics.
- Maintained records regarding oral health and treatments executed.
- Treated 5-10 patients per day.

EDUCATION

HOBBIES AND INTEREST

- Reading
- Traveling
- Writing
- Learning Languages
- Yoga

PERSONAL DETAILS

Date Of Birth: 15/10/1990
Nationality: Indian
Marital Status: Married
Visa Status: Visit
Gender: Female
Passport: U7050358

MEDICAL CODING AND BILLING, 08/2023 – 12/2023
AROWN ACADEMY – CALICUT, INDIA – Passed AAPC certification exam with 93% marks

BACHELOR OF DENTAL SURGERY: Dentistry, 10/2008 – 02/2015
AZEEZIA COLLEGE OF DENTAL SCIENCE AND RESEARCH – KOLLAM, INDIA

CERTIFICATIONS AND LICENSES

CERTIFIED PROFESSIONAL CODER (CPC)
AAPC
Credential ID: 02174293

DENTAL LICENSE
Kerala Dental Council
Credential ID: 13453

INTERNSHIP ATTENDED

- **National Public School**, Thazhuthala, Kottiyam
Conducted oral health education
- **Rosedale English School**, Polayathode
Educated on preventive measures for oral health care
- **Sree Narayana Higher Secondary School**, Chathannoor
Conducted health education and oral examination
- **Lord Krishna Public School**, Chathannoor
Oral examination and preventive measures for oral health care
- **Root Canal Point Academy**, Kochi
Attended comprehensive lecture and hands-on practise on basic rotary endodontics

REFERENCES

References available upon request.