



# HEMALATHA KOTHANDARAMAN

## Medical Coder

Detail Oriented | Clinic | Documentation | Compliance | Medicare

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Visa : Visit Visa (Immediate Join) ; Exp Date : 29/12/2022

### PROFESSIONAL SUMMARY

Self-motivated, proactive, optimistic person with almost 2 years of professional experience and CPC Certified Medical Coder with passionate desires toward the accurate coding skills and high productivity to meet organisational standards/ procedures. I'm seeking a good opportunity in a reputed organization where my potentials will be fully discovered while working for the company dedicatedly.

### CAREER HIGHLIGHTS

- Worked as a CPT Professional, Inpatient & Outpatient Facility and HCC Coder with good multitasking abilities on time, that has led to inclusion of FHCA, Anthem, Humana Projects in 4 months and has led to a 11% increase in firm's revenue.
- Worked as an Audit Reviewer of IP & OP Medical Records for Episource, which proves that I'm competent at evaluation, processing and handling of claims.
- Formerly worked for an US Client in Wellmed Project and maintained strict confidentiality related to Medical Records and other data (HIPAA follower).
- Coordinated with my bygone BPO insurance company's new policies and their coverage of diverse outpatient projects, based upon client's need (Medicare, Medicaid & other Commercial Payer's guidelines).
- Proficient for assigning and sequencing of accurate and complete codes for diagnoses and procedures by using CPT/HCPCS in compliance with ICD10CM.
- Accounts for coding and abstracting of patient encounters, including diagnostic & procedural information, significant reportable elements, complications using ICD10CM, CPT, ICD10PCS with 99% accuracy.
- Audits clinical documentation and coded data to validate documentation supports services rendered for reimbursement and reporting purposes as a result served 10% in company's deadline submission on time.
- Assists team leader/ supervisor in orienting, training and mentoring staff and serves as resource & subject matter expert to other coding staffs as a result completion of team's target.
- Upright rapport with workmates and liaise with employees regarding their eligibility & entitlements.

### WORK EXPERIENCE

Audit Reviewer at Episource India Private Limited, Chennai , India.

- Medical coder-MCC (04/2022 – 08/2022)
- CPC Certified Coder (03/2022 – 04/2022)
- Junior Medical Coder (07/2021 – 03/2022)
- Trainee Medical Coder (12/2020 – 07/2021)

Summary of qualification :

- Wellmed Project[CMS-HCC]-PCP, SPC, HPT, HCP-CA, NEWWEST, HISTORICAL, ECW, FHCA.
- Anthem Commercial Project[HHS-HCC].
- Humana Project[CMS-HCC].

Well trained at Sparkz Infotech, Chennai, India.

- **IPDRG Coding** (09/2022-10/2022)
- **CPC** (11/2021-02/2022).

Pharmacist at Hetero Labs Limited, Hyderabad, India.

- Internship (05/2019 – 06/2019).

## EDUCATION

- **B.Pharm** - CGPA **8.06** (08/2016-11/2020), Annamalai University, India.
- **H.S.C** - **92%** (06/2014-04/2016), S.R.V Hi-tech (Girls) MHSS, India.
- **S.S.L.C** - **98%** (06/2013-05/2014), Lakshmi Chordia MMHSS, India.

## CERTIFICATES

- CPC-Certified Professional Coder from American Association of Professional Coders(AAPC).
- Member ID-01950182 | Score : 83.

## LICENCES

- Registered Pharmacist in Pharmacy Council Of India(PCI).
- Proficient in Medical terminology, Anatomy & Physiology.

## TECHNICAL SKILLS

- Adept at dealing with Nexgen enterprise EHR, ECW, Optum360, 3M encoder, SF, DATARAP, QRT V22 and V24 models, MS Office and Libre Office, Inpatient and Outpatient coding.
- Sound knowledge in HCC, HSS Risk Adjustment coding.

## CORE COMPETENCIES

Communication Skills | Interpersonal Skills | Time Management Skills | Innovation | Health Insurance| Collaboration | Medical Auditing | Record Review | Medication Review | Chart Analysis | Claims Evaluation & Processing | Quality Assurance | Coding Compliance | Application Navigation | Planning & Organizing.

## PROFESSIONAL ACHIEVEMENTS

- Achieved incentive every months as a result of completing more than the given target on daily basis.
- Weekly awards twice in a month and quality award were achieved as a result of best performance among 30+ teams.

## AWARDS

- NCC Sergeant and performed as group commander in AU, India.
- Won Second class in Prathmic Exam (Hindi).

## PERSONAL DETAILS

- Passport No : W5833995 ; Exp Date : 06/10/2032 | Nationality : Indian.
- LinkedIn : <https://www.linkedin.com/in/hemalatha-k-b-pharm-cpc-021096192> .
- Marital Status : Single | Gender : Female | DOB : 10/11/1998.
- Languages : English (Professional Proficiency) , Tamil ( Native Proficiency) .
- Location : AL YATEEM BUILDING , BurJuman , Dubai, UAE.