



SONIMA S

CPC-AAPC

CERTIFIED MEDICAL CODER
(MEMBER ID: 02152890)

CONTACT

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Address:
Sharjah - UAE

PERSONAL STRENGTH

- Medical Terminology
- Anatomy and physiology
- Strong Understanding in CPT
- Coding systems and regulations

LANGUAGES

English
Hindi
Tamil
Malayalam

PERSONAL INFO.

Nationality : Indian
Date of Birth : 19/09/1989
Marital Status : Married
Gender : Female
Visa Status : Husband's Visa

PASSPORT DETAILS

Passport No. : R7266274
Expiry Date : 01/01/2028

RESUME

CAREER OBJECTIVE

I am a professional, ambitious and highly skilled Medical coder with a great passion for helping people, I have excellent communication skills, both written and oral, and I enjoy working with a variety of different people.

JOB SPECIFIC SKILLS

- Reviewing and analyzing medical records to assign appropriate codes to medical diagnoses and procedures for reimbursement and statistical purposes.
- Reviewing patient medical records to identify relevant diagnoses, procedures, and services provided.
- Assigning accurate medical codes to each diagnosis, procedure, and service using the appropriate coding system (such as ICD-10 or CPT).
- Communicating with healthcare providers to clarify documentation and ensure accurate coding.
- Ensuring compliance with coding and billing regulations, such as HIPAA and CMS guidelines.
- Maintaining up-to-date knowledge of coding guidelines and regulations.
- Responding to inquiries from patients, insurance companies, and healthcare providers regarding coding and billing issues.

PROFESSIONAL QUALIFICATION

MEDICAL CODING CPC (AAPC) Certification

Member ID: 02152890

ACADEMIC QUALIFICATION

- **MSc Mathematics** – MG University (2012)
- **Bsc Mathematics** – Kerala University (2010)
- **Plus Two (Science)** - Kerala HS Board (2007)
- **SSLC** - Kerala SS Board (2005)

COMPUTER PROFICIENCY

Diploma in Computer Application (6 Months)

TallyACE (3 Months)

SUMMARY OF SKILLS

- Creativity and Communication skills
- Learning and Teamwork
- Problem-solving
- Sociable and friendly
- Sincere, dedicated and an ambitious worker
- Self-motivated, dependable and goal oriented employee
- Willing to take on added responsibilities
- Good time management and organizational skills
- Management and controlling
- Possess a pleasing personality and professional appearance
- Patient, personable and receptive

DECLARATION

I hereby declare that the above statements are true and correct as best of my knowledge and belief, I hope that above written will suit to your requirement.

Sonima .S