MUHAMMED MUHSIN, certified professional coder (cpc) AAPC ID: 01258004 Dubai-UAE



Personal Data

Date of Birth : 09-11-1988 Sex : Male : Indian Nationality Marital Status : Married Mobile No. **:** +97155-9260592 Email: mhdmuhsinkt@gmail.com Languages Known: English, Hindi, Malayalam, Tamil & Arabic (Basic) Passport No: P8676701 Valid Till : 13/03/2027 Dubai License No: 63610519 Valid Till : 26/10/2026 Visa Status : Employment Visa **Home Address** Karalikkattil Thanduparakkal House, Anchachavidi P.O., Malappuram Dt., Kerala, India-676525

CAREER OBJECTIVE

Looking for Medical Coder / Insurance Supervisor/ Insurance Manager Profession where I can utilize my knowledge, experience and overall achievements with an aim of perfection in ever job I undertake for the benefit of my organizations growth and innovative ways of administering healthcare services.

SUMMARY

I'm a certified professional coder with the AAPC (CPC), I'm young, energetic, enthusiastic, and articulate business professional with **8**+ **years** of experience. I am studious in learning new things and innovative in my work. I love my job like anything and it's my hobby too. I am an expert coder in E/M, emergency room coding, facility coding, office visits, HCC coding, DRG Coding, Laboratory-Radiology Coding, multispecialty coding, physician coding, facility coding, Outpatient Coding and Inpatient coding.

Experience in Eligibility Checking, pre-approvals, claims/e-claims submission processes, Medical Billing and payment follow-up, insurance empanelment.

I am interested in preparing the document for the physicians, correcting and educating them towards the necessity of coding. And I'm quick grasper, good team player with a positive frame of mind. Highly motivated to learn new techniques in collaborative environment. Good data entry skills and computer proficiency.

WORK EXPERIENCE

Medical Coder & Insurance Coordinator Medicorp Gulf Medical Clinic, Dubai (Currently Working from September 2014)



MEDICORP GULF MEDICAL CLINIC

- Review outpatient medical records assigning appropriate ICD-10CM, CPT, CDT, DSL, DDC and HCPCS according to DHA guidelines.
- ▶ Maintain 100% accuracy and achieve productivity goals.
- Verify that all complicating conditions are appropriate and documented in medical records.
- Assess the accuracy of medical records documentation to ensure it supports the diagnoses, conditions, problems, or other reasons for the visit.
- > Experience in Injection, infusion and hydration coding

Certification

- Certified Processional Coder (AAPC ID:01258004)- Active from 01/09/2013
- ➢ ICD 10 CM Proficiency

Academic Qualification

M.Sc Biochemistry

Bharathidasan College of arts & science, April 2011(Bharathiar University).

B.Sc Biochemistry

Regional College of Science & Humanities, Kizhisseri April 2009 (Calicut University).

Plus Two

GHSS Vaniyambalam, Malappuram (DT) - March 2006

> S.S.L.C

GHSS Vaniyambalam, Malappuram (DT) - March 2006

- Review and audit medical record and ensure the diagnosis accurately reflects the care and treatment rendered.
- Outpatient Claims includes Laboratory, Radiology, internal medicine, orthopedic, cardiology, obstetrics and gynecology And Dental.
- Cardiology procedures mainly include Consultation, ECG, Stress ECG, 24 hours BP monitor, 24 Holter monitor, Echocardiography.
- Review previous laboratory and radiology reports to avoid duplicate and too appropriate claim submission.
- Coordinate with billing, submission and resubmission team and resolve the queries.
- Coordinate with approval team in order to revise the approved services.
- Provide coding and documentation advice to the Physicians, clinical and professional staff to avoid claim rejection and to increase the revenue.
- Provide Orientation and training to Coders, Reception, Accounts, Nurses, Doctors regarding insurance policies and Clinic software.
- Comfortable with handling medical coding software like Citrix, 3M
 & Encoder Pro. Experienced with US and UAE clients.
- Daily tracking of Resubmission based on the Remittance Advice received in DHPO. Maintain the timeline of Resubmission period to individual payers.
- Ensuring all operations work in a way to reduce the rejections with insurance companies and hence reducing the rejection rates effectively.
- Responsible for Insurance accounts reconciliation and closure process independently.
- Coordinate with Insurance Companies and finance department regarding Collection, pricing, discount and addition of new services.
- > Coordinating with insurance companies for empanelment.
- Aware HAAD and JAWDA guidelines and requirements.
- Responsible for overall operational activities relating to Insurance and Software (HIS) within the clinic.

Computer Literacy

- Well experienced with Windows environment.
- ➤ MS Office.
- Conversant with internet & Email
- Typing Speed: 45 wpm

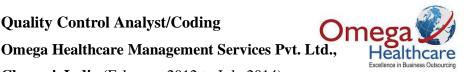
Awards

- > Awarded Star of the month & Quarterly Star from January to March 2014 at Omega Healthcare Management Service.
- > Awarded for **proficiency** during the academic year 2010-2011

M.Sc Project

Done dissertation on "Genetic affinities among 'Mala Muthan' and 'Muthuva' tribal population" from Centre for Cellular and Molecular Biology (CCMB), Hyderabad.

Quality Control Analyst/Coding



Chennai, India (February 2012 to July 2014)

- \triangleright Code outpatient and inpatient medical records with ICD-9CM, CPT, and HCPCS Level II Coding, processing, 200-350 charts daily and maintain 100% quality and accuracy.
- ▶ Utilize 3M, Encoder Pro software and Coding books for coding electronic and non-electronic claims.
- Expertise in Facility, Profession, Emergency department, Urgent care Coding, HCC Coding, DRG coding and inpatient coding.
- > Assign most accurate IR-DRG codes based on the assigned Principal diagnosis, Secondary diagnosis & Procedure.
- Ensure all data are coded accurately and that the same reflects the service provided based on documentation.
- > Performed Quality Analysis for Facility and Urgent care Coders. And educate them to improve their quality.
- Auditing the claims coded by Facility and Urgent care Coders. And \geq provide the feedback and train the employees to minimize errors and improve performance.
- Report to Coders, Quality team lead on daily error report.
- Generate QA reports on daily basis.
- Client interaction for resolving issues related to coding denials and Billing related information also for various coding updates.

WORK TRAINING EXPERIENCE

- Worked as Trainee Medical Coder at Ajuba Solutions India Pvt. \geq Ltd., Chennai, India (June 2011 to February 2012).
- \geq Worked as a Trainee Biochemist in City Scan centre, Manjeri, Malappuram, Kerala from April 2009 to July 2009 with technique like Semi automated chemistry analyzer, Sodium Potassium analyzer, Semi automated CLIA analyzer, Automated DNA sequencing analyzer, etc.

DECLARATION

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

Date: 16/07/2020

Place: DUBAI

MUHAMMED MUHSIN