



## Neeraja J

Medical Coding Specialist

### Contact

#### Phone

0564869146

9656911130

#### E-mail

neeruneelu04@gmail.com

#### Location

UAE

### Areas of Expertise

Radiology & ED Coding

CPT, ICD-10 CM, HCPCS

Patient data compilation

Medical coding auditing

Training & mentoring junior coders

Proficiency in Software

Type coding

Medical billing code accuracy

Specialization in billing knowledge

Payment posting

### Software Proficiency

Encoder pro - Optum

VM

Epic

MS Office

Highly skilled and detail-oriented Specialist Medical Coder with 3 years and 9 months of comprehensive experience in outpatient coding and 3 years and 8 months of expertise in hospital billing having strong knowledge in UAE coding guidelines. Adept at accurately translating medical records into codes for billing, reimbursement, and statistical purposes with a proven track record of maintaining high-quality coding results with an average score of 99% and thereby minimizing claim denials and delays. Continuously staying updated with coding guidelines and healthcare regulations to ensure compliance and high standards in all coding practices.

### Key Skills

- Team Work
- Time Management
- Decision Making
- Positive Attitude
- Problem Solving Ability
- Hard Working

### Work History

2021 March to 2024 November	<b>Specialist Medical Coder</b> <b>Advantage Healthcare Solutions, Bangalore</b> <u>Key Responsibilities</u> <ul style="list-style-type: none"><li>• Performed Radiology &amp; ED Coding ensuring very high accuracy of 99%</li><li>• Abstracted &amp; assigned ICD-10 CM &amp; CPT codes to patient medical records in outpatient facility</li><li>• Carryout thorough and consistent review of all coding including outpatient records and interpreted documentation to identify diagnoses and procedures.</li><li>• Maintain high level of productivity while consistently meeting deadlines for claim submissions of multiple client accounts.</li><li>• Second spokesperson of the coding team.</li><li>• Provided training to junior coders for EM and audited their works to improve team productivity and skillsets.</li><li>• Contributed to achieve the team quality score of 96% every month.</li><li>• Monthly productivity of 13000+ Electronic health records in Radiology and 2500+ Manual health records in ED coding</li></ul>
2016 January to 2019 August	<b>Medical Biller</b> <b>Iris Medical Solutions, Kochi</b> <u>Key Responsibilities</u> <ul style="list-style-type: none"><li>• Communicated with insurance providers to resolve denied claims and resubmission of the same.</li><li>• Reviewed patient records, identified medical codes and created invoices for billing purposes</li><li>• Reviewed patient diagnosis codes to verify accuracy and completeness.</li><li>• Verified the insurance policies of the patients to determine the insurance eligibility of patients.</li></ul>

## Languages

English  
Malayalam  
Hindi

## Education

Medical billing and Coding  
course 2019 to 2020

BBA in Management  
SRBS Gujarati College  
Mahatma Gandhi University –  
2015.

## Certifications

- Certified Professional Coder (CPC), AAPC, 2020
- Completed internship program in Basic guidelines of UAE insurance process & coding from Cigma Institute of Medical Coding & Billing

## Professional Strength

- Communication – Verbal & listening skills in any administrative roles.
- Service – Quick learner as well as a patient observer having positive and client focused approach.
- Training – Successfully conducted training for junior coders
- Observation – Keen watch on the latest coding updation, insurance policies and healthcare regulations
- Management – Management skills to give directions and review the performance of others to meet the deadlines efficiently and effectively.

## Declaration

I hereby declare that the above mentioned information is true to the best of my knowledge and I bare the complete responsibility for the correctness of the above mentioned details

Neeraja J