PARVEEN BEGUM

CPC - Medical Coder

- Dubai, Dubai
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TRAINING & CERTIFICATIONS

- Certified Professional Coder (AAPC ID - 02068208) American Academy of Professional Coders, 2023

SKILLS

- Proficient in Microsoft Office (Word, Excel) and Medical billing software.
- Committed staying current with healthcare compliance standards and coding changes.
- Attention to Details.
- Compliance with Coding Guidelines.
- Relationship Management.
- Excellent written and verbal communication skills.
- Proficient in Medical Terminology , Anatomy and Physiology

COMPUTER PROFICIENCY

Windows 7 & 10   ●●●●
3M software   ●●●○○

💡 PROFILE • ABOUT ME

Certified Medical Professional coder (CPC), highly knowledgeable in medical coding systems, including Current Procedure Terminology(CPT), International Classification Disease(ICD-10-CM), and Healthcare Common Procedure coding System(HCPCS) , Adept at applying coding standards, understanding medical terminology and ensuring compliance with billing procedure. I'm seeking a good opportunity in a reputed organization where my potentials will be fully discovered while working for the company dedicatedly.

💼 WORK EXPERIENCE

Optum Health Care   February 2023
Executive Medical Coder   - March 2024
Chennai, Tamil Nadu

Responsibilities :

- Accounts for coding and abstracting of patient encounter , including diagnostic & procedural information , significant reportable elments, complications using ICD 10 CM, CPT, ICD10 PCS with 99 % accuracy.
- Worked as Audit Reviewer of IP & OP Medical Records for Optum healthcare, Which proves that I/m competent at evaluation, processing and handling of claims..
- Utilized risk adjustment coding expertise to ensure accurate and compliant coding for health insurance reimbursement.
- Analyzed and interpreted medical coding data to identify trends and areas for improvement.
- Stayed up-to-date with regulatory changes and updates, implementing process changes to ensure ongoing compliance.
- Collaborate with healthcare providers to ensure accuracy in patient records ensuring proper coding for claims submission.
- Managed health information, ensuring accuracy, completeness, and confidentiality.
- Review clinical documents and ensure the accuracy and completeness of coding for billing purposes.
- Coordinated with bygone BPO insurance company's new policies and their coverage of diverse outpatient project, based upon client's need (Medicare, Medicaid &other Commercial payer's guidelines).

Episource Pvt .Ltd   December 2019
Senior Medical coder   - February 2023
Chennai, Tamil Nadu

Responsibilities :

- Proficient in EM coding with a strong understanding of emergency department coding guidelines and regulations.
- Assist Team leader / supervisor in orienting , training and mentoring staff and serves as resource & subject matter expert to other coding staff as a result completion of team's target.
- Skills in applying HAAD guidelines to ensure accurate and compliant coding and billing.
- Audits Clinical documentation and coded data to validate documentation supports service rendered for reimbursement and reporting , purposes as a result served 10% in company deadline submission on time.
- Experience in identifying reasons for claim denials and assisting with resubmission.
- Proficient in fast and accuracy data entry, ensuring minimal errors in coding and billing.
- Perform audits to check the accuracy of medical coding and update patient records as needed to reflect changes in diagnoses or treatment .
- Familiarity with managing patient records using EHR software like Epic, Cerner ,or MedTech.

▲ CORE COMPETENCIES

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

▲ TECHNICAL SKILLS

- Adept at dealing with Nexgen enterprise EHR, ECW, Optum 360, 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 ,

✒ DECLARATION

I hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

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Parveen Begum