

Roshni shetty



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FIELD OF INTEREST

- INPATIENT CODING
- ED FACILITY
- PROCESS TRAINING
LINE TRAINING.

STRENGTH

- Flexible and willingness to learn new things and take up different task
- Strong moral character.
- Independent drive and focus.
- I'm good motivator and fast learner too.

HOBBIES

- Reading novels and fiction.
- Surfing internet
- Animal care
- Dancing and singing



OBJECTIVE

I am a consistent, hardworking, highly motivated person. I feel it is crucial to demonstrate the importance of my job duties and expectations. I am looking to improve my position in the work force, expand my knowledge and skills, also looking to establish long term employment in a friendly environment. I want to render my utmost duties for the development of organization and widen my spectrum of knowledge in the field of medical coding, health record and insurance.

SKILLS

- Complete knowledge of rules and guidelines of state and federal government for medical coding.
- Familiarity with medical coding procedures and auditing concepts
- Skilled in analyzing and resolving billing and coding problems
- Excellent abilities to read, interpret, and generate reports
- In-depth understanding of the changing rules in coding and billing procedures. Skilled in communicating audit findings in simple and easy language.



WORK EXPERIENCE

GEBBS HEALTH CARE SOLUTION, MUMBAI. Sr. Medical coder, Aug 2016 - Jul 2018

Role:-

- Reviewing medical records and assigning CPT, ICD-10-CM Codes using. Coding tools/manuals available.
- To submission all supported documents to the insurance company.
- Meeting set productivity and quality goals.
- Ensure codes are accurate and sequenced correctly.
- Updating/Clearing production and pending reports
- Other miscellaneous work that required coding expertise.

LINE TRAINER

Roles and responsibilities:-

- Conducting training to the OJT batch.
- Preparing their production plan and quality data of previous day.
- Providing daily feedback on the error committed
- Maintaining shift adherence and break timing

QUALITY ANALYST- Oct 2018 - Till date

Roles and responsibilities

- Submission and revision of medical claims.
- In-depth knowledge of CPT and ICD-10 coding principles, government regulation, protocols and third party requirements.
- Maintains audit workflow spreadsheet.
- Outstanding ability to constantly code at 90% accuracy.
- Great ability to efficiently present information to individuals and groups.
- In-depth knowledge of CPT and ICD-9 coding principles, government regulation, protocols and third party requirements.
- Broad Knowledge of medical terminology, ICD-10 CM, CPT-4, HCPCS, DRG's, APR-DRG's, APG's, and POA determination.
- Proficient with MS Office tools and coding related software applications.
Audited inpatient records for quality of coding in coordination with the Clinical Documentation Specialists.
- Assisted the Coding Supervisor with the education, training and auditing of new coders charts.
- Served as back up for coding, billing and abstracting of outpatient.
- Performed addition duties as assigned.



PROJECT DETAILS

- **Emergency department - Professional coding**
- CPC certified from AAPC.
- Collecting, compiling, and performing audits of medical charts, billings, and other documentation.
- Identifying faulty practices and identifying corrective actions
- Maintaining medical charts and records and performing regular reviews
- Examining physicians prescriptions and patient's medical record to establish better line of treatment
- Analyzing and reporting finding of medical coding audits to the department heads
- Staying abreast with changing coding guidelines and government regulations
- Reviewing medical records and assuaging CPT, ICD- 10 CM.
- Emergency department CPT codes, along with applicable procedure.
- Applicable MIPS were assigned according to MACRA guidelines.
- Coding of ancillary procedure which include EKG and Ultrasound.
- Referring coding manual and risk reference tools for arriving specific level.
- Following client specific guild lines.
- Period : 3 year Team Size: 34
- Role : Quality analyst



INDUSTRIAL EXPOSURE

- **Industrial Visit at:**
- Capcom pvt LTD, Mangalore
- Mahananda dairy industry, Bangalore



ACHIEVEMENTS

- Gebbs achievers award in month of March 2017 in Gebbs health care
- Gebbs team champ in month of September 2018 for achieving production and quality
- A Grade” in yearly appraisal
- Best outgoing student in degree.



ACADEMIC DETAILS

- **ALVAS EDUCATION FOUNDATION, Mangalore university**
B.Sc. (MBB), 86%, 2016
- **HOLY ROSARY CONVENT, Moodbidre, Mangalore**
INTERMEDIATE (PCMB), 66%, 2013
- **PATIL BAL MANDIR, Mumbai. Maharashtra**
SSLC, 76%, 2011
- **ALVAS EDUCATION FOUNDATION**
BIOCHEMISTRY CERTIFICATE COURSE
Chromatography techniques, Food adulteration and phytochemical analysis. 89%, 2016



CURRICULAR ACTIVITIES

- **Co-Curricular**
- Participated in state level seminar - Sciatica 2015
- Presented college in state level seminar - Bio conics 2013
- **Extra-Curricular**
- Gardening
- Public service - NSS volunteer
- Yoga



DECLARATION

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

DATE:-

(Roshni shetty)