



SHILU THOMAS

CONTACT

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PERSONAL PROFILE

Date of Birth : 20-09-1993

Sex : Female

Status : Single

Nationality : Indian

Language known : Malayalam, Hindi, English

SKILLS

- In depth knowledge of coding techniques and guidelines of medical coding
- Proficient knowledge about Insurance billing, Resubmission
- Proficient in computer like MS Word, MS Excel, Data Entry, and other MS office tools

KEY SKILLS

- Motivating Behavior
- Decision Making Capability
- Good Listener
- Hard Working
- Good Team Leader

OBJECTIVES

To accept challenging jobs in the competitive environment which yield the benefits jobs satisfaction and this organization's growth.

WORK EXPERIENCE

AGA medical billing

Coding & Billing Supervisor (Nov 2020 - present)

Job Summary

It is well established coding company in dubai ,where doing Coding and Billing for Dar Al Shifaa Hospital abudhabi

- Medicalcoding , Billing and documentation for the IP, OP claims
- Experience in attending Tasneef Audit
- Training for new coders
- Auditing claims
- Handling Resubmission
- Training for physician

Al Ahalia Hospital, AUH

Insurance Assistant (Feb 2019 - Nov 2020)

Job Summary

- Working as a Coder in Hospital Setting
- Responsible For all OP claims and Dental claims Coding and Billing
- Analyzing Medical Reports and interpreting for maximum profit
- Training For the new coders related to the current Coding and Documentation strategies

Dynamed Healthcare

Medical Coder (Jan 2018 - Feb 2019)

Job Summary

- Dynamed Health Care is a Well Established Coding Firm Supporting VPS group, UAE for their Coding and Insurance purposes
- Responsible for handling different types of medical claims
- Sound Knowledge in ICD10, CPT, HCPCS coding
- Expertise in code finding software's 3M, Encoder pro, Find a code

ACHIEVEMENTS

- Responsible for handling all types of medical claims - Coding , Billing and Resubmission.
- Proficient in Software like INSTA, SAP Clemittance, Concepts and Mediworks software

ACADEMIC

CPC

Certified from Cigma Health Care Academy
Erna kulam (kerala) 2017

Graduation BSC

Computer Science under Calicut University
IHRD Vadakkencherry (kerala) 2014