

Resume of **Asha .R, M.Sc ,CPC**

Mobile: +971 - 563093949 E-mail: ashaa282@gmail.com

Dear Sir/Mam,

I am looking for a new challenge with increased international perspective within a larger team. I wish to submit myself as a candidate for the above post.

It would be great if we meet personally to discuss how my knowledge and education will be useful to you. Please let me know if I can provide you with any other information or references, I look forward to hearing from you.

Hoping to get an early interview call from you,

Thanking you,

Asha .R.

Objective

Looking for a challenging role, where my skills and knowledge can be utilized to the fullest and can be able to serve the people.

Educational Qualification

- **Master of Science** (M.Sc) From Bangalore University (2009)
- **Certified Professional Medical Coder (CPC)**

Professional Experience.

- **Medical Coder**

Al Meena Medical center, Al Ain **(May2022 – till now)**.

- Coding dental, Orthodontics & OP claims and sending Preapprovals for Insurance companies for Dental & Daycare procedures. Follow up with rejected request.

Responsibilities

- Protecting the Patient's privacy and confidentiality of each medical Record
- Settling of cashless claims without pendency auditing of claims Investigation of fraudulent claims.
- Helping Insurance team for Claim approvals, Resubmission.....Etc.
- Conducting auditing regarding the medical documentation and submitting the auditing reports to the concerned authority and the management people.
- Updating all the Clinical and professional standards as per the guidelines.
- All the works assigned by Manager and Higher Management.

About Myself:

Gender	: Female.
Nationality	: Indian.
Father's name	: Ranganathan.
Date of Birth	: 21/06/1987.
Marital Status	: Married.
Languages known	: English, Tamil, Telugu, Hindi
Contact number	: 00971- 563093949. (UAE)

Passport Details

Passport no: **L3204322**

Date of issue: 13/02/2014

Date of expire: 12/02/2024

Personal Skills

- Fast Learner.
- Strong analytical thinking.
- Enthusiastic and committed team player.
- Communication Skills.
- Strong Computer Skills.
- Well-refined interpersonal skills, dynamic personality and positive attitude.
- Very well organized with ability to prioritize work and meet deadlines.

Sridhar.R, CPC

RCM Administrator

Mediclinic Group of Hospitals,

Al Ain, Abudhabi, UAE. -Mob. +971566467151

Declaration

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

Yours Faithfully;

Asha R