



# Afeef K

Insurance Coordinator, Medical Coder (CPC)  
Medical Laboratory Technologists

With more than 2 years experience in the healthcare as Medical Laboratory Technologists and Medical Coder, I possess a comprehensive skills in taking pre-approvals and managing multiple UAE based clinics. Possesses a strong understanding of UAE insurance regulations, claim submission processes, and TPAs like OQIC, DAMAN, OMAN, NAS, Neuron, Nextcare, ADINIC, MedNet, Metlife, and AXA. Adept in ICD-10-CM, CPT, and HCPCS coding conventions, consistently achieving a 98%+ accuracy rate.

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## EDUCATION

### Certified Medical Coder AAPC

2023

89%

• Member ID: 02049837

### Medical Coding & Billing Course Arown Academy

2023

### B.Sc. Medical Laboratory Technology Kerala University of Health Sciences (KUHS)

2022

### VHSE-Medical Laboratory Technology Vocational Higher Secondary Education

2017

### 10th Central Board of Secondary Education

2015

## WORK EXPERIENCE

### Medical Claim Processer Lifeline Hospital

11/2023 - Present

Dealing with submission of insurance claims under outpatients, inpatients, dental, physiotherapy and dental claims

### Associate RCM Aster DM Global Delivery Center

02/2023 - 11/2023

Dealing Approval and submission of multiple Aster Hospitals such as Daycare, Inpatient, Fee of Cost Services, Dental, Physios, orthopedics, Maternity, etc

### Medical Laboratory Technologist Pharmalife Medical Centre

01/2022 - 01/2023

### Medical Laboratory Technician Elite Specialty Laboratory

03/2019 - 03/2020

## SKILLS

Proficient in UAE insurance regulations and claim submission processes

Well reversed knowledge in Various Insurance and their Protocols such as Nextcare, NLGIC, Axa, Mednet, Ecare, Metlife, Oman, Daman, SAICO, NAS, Neuron, Nextcare, ADINIC, etc

Expertise in using 3M Codefinder to deliver various DRG codes

Combines expertise in hospital management, health information, and effective communication. Gained experience through worked Lab Technologist

Mapping of diagnosis and procedures taken from a variety of sources within the medical record, such as the transcription of the doctor's notes, laboratory results, radiology results and the sources

Proven ability to leverage advanced functions, formulas, and automation for efficient data analysis, reporting, and visualization in Excel

Possesses a solid understanding of medical terminology, anatomy, physiology, pathology, and diagnosis.

Consistently achieves a 95%+ approval rate in requesting Approvals

Possesses a solid understanding of medical terminology, anatomy, physiology, pathology, and diagnosis along with ICD 10, CPT, modifiers ,E/M and IP-DRG coding

## LANGUAGES

Arabic  
Elementary Proficiency

Malayalam  
Native or Bilingual Proficiency

English  
Native or Bilingual Proficiency

Hindi  
Professional Working Proficiency