

ROBERT SMITH

Associate Medical Coding Specialist I

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Medical billing and coding specialist with 10 years providing administrative and patient support in hospital and medical office settings. Advanced knowledge of private insurance processes and codes.

CORE COMPETENCIES

Attention To Detail, Medical Coding, Utilization Review.

PROFESSIONAL EXPERIENCE

Associate Medical Coding Specialist I ABC Corporation - August 2013 – March 2015

Key Deliverables:

- Correctly coded and billed medical claims.
- Researched newly identified diagnoses and/or medical procedures to expand skills and knowledge.
- Rectified inconsistencies, deficiencies and discrepancies in medical documentation.
- Maintained updated knowledge of coding requirements, through continuing education and certification renewal.
- Researched questions and concerns from providers and provided detailed responses.
- Maintained strict patient and physician confidentiality.
- Resourcefully used various coding books, procedure manuals and on-line encoders.

Medical Coding Specialist Delta Corporation - 2008 – 2013

Key Deliverables:

- Identified and rectified inconsistencies, deficiencies and discrepancies in medical documentation.
- Maintained updated knowledge of coding requirements, through continuing education and certification renewal.
- Coded ED and ANC charts.
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EDUCATION

Delta College Of Arts And Technology- Medical Billing And Coding - ()

