

Mitchell B. Hill
Certified Professional Coder
308 Broadway Street
Columbia, SC 29201
+1 843-701-9060
mitchellhill@gmail.com

Professional Summary

A certified professional medical coder with 10+ years of medical coding experience in the healthcare industry developing medical-records is seeking a senior position at the South Carolina Trauma Center. In-depth knowledge of CPT and ICD coding process along with skills to train, supervise, and manage a large team of medical coders. Proactive in organizing the patient's data and competently decoding the medical history.

Work History Medical Coder

State-Lifeline LLP.
Columbia, South Carolina
2020-Present

- Manage and maintain the patient's medical history as per diagnosis.
- Used ICD coding methods to develop critical diagnostic history.
- Used CPT codes to manage and maintain the history of ICU patients.

Medical Coder
Columbia Trauma Center
Columbia, South Carolina
2015-2020

- Coordinated with the insurance agents to resolve errors in claims.
- Understand and define the terminology used by consultant physicians.
- Decoded the skeletal disformity terminology with an orthopedic technician.

Medical Coder
Southwards Medical Center
Columbia, South Carolina
2010-2015

- Performed the audits of patients' history and diagnoses from the details.
- Prepared medical charts for childcare and behavioral health from procedural history.
- Assisted hiring manager in sorting medical coder resumes for the vacant positions.

Medical Coding Skills

- Patient medical-records coding
- Medical billing process claims

- CPT coding-procedures
- ICD and CPT codes
- Clinical documentation
- Outpatient coding
- Knowledge of coding software
- Patient information data entry
- Medical documentation
- Optimizing medical information
- Analyzing patient charts

Soft Skills

- Communication skills
- Coding guidelines knowledge
- Problem-solving
- Time management
- Attention to detail
- Responsible

Education

Bachelor's Degree in Medical Terminology
 South Carolina University
 Columbia, South Carolina
 2005-2008

- Coursework: Medical coding, medical coder job responsibilities, interpreted medical terminology, ethics for medical coders, treatment and diagnosis codes, medical office management, medical billers, current procedural terminology, and transcribing patient-records.

Certificate

- Certified Professional Medical Terminology Decoder, 2008
- Professional Medical Coding Certification, 2009