

# Srivarsha Somasundaram

## PROFESSIONAL SUMMARY

I am a committed medical record reviewer and quality assurance specialist with 3 years of experience reviewing, quality checking and maintaining record's accuracy and committed to maintaining the highest standards of confidentiality in healthcare data management.

## CONTACT

Phone: 7358178362

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Address: No:7, Ashtalakshmi Nagar,  
Varadharajapuram, Chennai - 48.

## WORK EXPERIENCE

### Quality Assurance Specialist | 2022-Present

Preludesys, Seruseri, Chennai

- Maintaining records with accuracy and completeness.
- Utilize medical data software wherever required for various projects.
- Maintain confidentiality and support quality improvement efforts.
- Monitor compliance with HIPAA and other privacy and regulatory guidelines.
- Collaborate with medical reviewers to resolve discrepancies and maintain high documentation integrity.
- Assist in training and mentoring new team members on quality assurance standards and best practices

## ACADEMIC HISTORY

### Peri College of Arts and Science | 2024-Present

Masters of science in Allied Microbiology

### Classic Paramedical College and Research Center | 2022-2024

Diploma in Medical Lab Technology

### Peri College of Arts and Science | 2019-2022

Bachelor of Science in Microbiology

### Shri Natesan Vidyasala Matric.Hr.Sec. School | 2018-2019

HSC

### Shri Natesan Vidyasala Matric.Hr.Sec. School | 2016-2017

SSLC

## **SKILLS**

- Punctual and always prepared to work upon arrival.
- Commitment to work.
- Effective communication.
- Multitasking.
- Ambitious to achieve high positions.
- Medical terminology
- Chart review and summarization.
- Knowledge of healthcare workflows.
- Soft Skills & Process-Oriented.
- Attention to detail.
- Time management.
- Process improvement.
- Team collaboration.
- Critical thinking.
- Confidentiality and discretion

## **Personal Information**

- Father's Name: Somasundaram. N
- Date of birth: 10/03/2002
- Nationality: Indian
- Marital status: Single
- Religion: Hindu
- Language Proficiency: Tamil & English

## **Declaration**

- I, hereby declare that the information furnished above is true to the best of my knowledge.