



DINU M THOMAS

MEDICAL CODER

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624, D BLOCK RDK BUILDING DUBAI INVESTMENT PARK 1
DUBAI, UNITED ARAB EMIRATES

ABOUT ME

A highly motivated and detail-oriented Certified Professional Coder–Apprentice with a strong foundation in medical coding, healthcare regulations and compliance standards. Skilled in translating healthcare diagnoses, procedures and medical services into standardized codes for billing and insurance purposes. Proficient with ICD-10, CPT, and HCPCS Level II coding systems, as well as understanding healthcare privacy laws like HIPAA. Excellent analytical and organizational skills with a commitment to accuracy and attention to detail in all coding and documentation tasks. Seeking to apply knowledge of coding to a professional setting in an effort to help make a healthcare organization more efficient and compliant.

SOFT SKILL

- Attention to Detail
- Problem–Solving Communication skill
- Leadership and Empathy Critical
- Thinking & Time management

HARD SKILL

- ICD-10, CPT, HCPCS
- Basic Pharmacology Medical Terminology EHR/EMR System
- Healthcare Compliance (HIPAA)
- Data Accuracy & Auditing
- Medical Billing Basics

EXPERIENCE

- FRONT OFFICE EXECUTIVE**
ST MAX INTERNATIONAL SCHOOL COIMBATORE *JUL 2024-OCT 2025*
- MOTI MAHAL HOTEL** MANGLORE *APR 2023-AUG 2023*

EDUCATION

- Bachelor of Hotel Management** 2020-2024
MANGALORE UNIVERISTY
- Pre University Course** 2018-2020
DNHSS KARUVARAKUNDU
- SSLC** 2017-2018
MGM EBENZER EMS

CERTIFICATIONS

Certified Professional Coder
Aim Medical Coding Academy

Successfully completed Certified Professional Coder Apprentice (CPCA) from Aim Medical Coding Academy
Secured 78% IN AAPC EXAM
AAPC Member Ship ID: 02304464

LANGUAGE

- ENGLISH
- HINDI
- TAMIL
- MALAYALAM

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge. I consider myself familiar with the above mentioned aspects. Reference can be furnished upon request.