



# Vergel M. Belen

## Medical Coder

AAPC CPC-A

### CONTACT



#### Address

M05 Al Mashoura Bldg  
Al Muraqqabat St. Deira Dubai



#### Phone

+971 588437020



#### Email

vergelmelen2@gmail.com

### EDUCATION

1994

#### HIGH SCHOOL

OUR LADY OF PEACE SCHOOL

1997

#### COMPUTER PROGRAMMING

AMA COMPUTER LEARNING CENTER

2022

#### MEDICAL CODING

Filipino Institute Dubai

### SKILLS

ICD 10 CM

CPT

HCPCS

COMPUTER PROGRAMMING

MICROSOFT OFFICE

### SOFT SKILLS

CRITICAL THINKING

LEADERSHIP SKILLS

TEAMPLAYER

CREATIVITY

INTERPERSONAL COMMUNICATION

PROBLEM SOLVING

### LANGUAGES

FILIPINO/TAGALOG

NATIVE DIALECTS

ENGLISH

### PROFESSIONAL SUMMARY:

Detail-oriented and Certified Medical Coder with months of training experience in accurately translating healthcare services, diagnoses and procedures into standardize and to the highest specificity of codes. Proficient in ICD-10CM, CPT, and HCPCS coding system with solid understanding of medical terminology, anatomy, and healthcare reimbursement policies. Skilled in working with EHR and ensuring compliance with regulatory guidelines, including HIPAA. Adept at minimizing claim denials and optimizing reimbursement through precise and timely coding.

### EXPERIENCES

2023-Present

#### OFFICE ASSISTANT

Mana Ahamed Advocates  
Internet City Dubai

- Assist colleagues with their task
- Ordering supplies
- Welcoming and greeting guest or clients
- Making drinks
- Manage office cleanliness and maintenance

06/2017-09/2017

#### SALES ASSISTANT

TREVI DESIGN WARDE

Abu Dhabi

- Assist sales executives.
- Greeting and welcoming of customer
- Maintain clealiness of the showroom
- Recieving of products,supplies and materials
- Inventory of materials recieved and released monthly

2013 - 2016

#### SALES REPRESENTATIVE/SUPPLIER

GE Asia International Export Philippines

- Updating the price to the client
- Reporting of sales
- Depositing their sales
- Collecting and recieving of goods or supplies
- Giving feedbacks and timely price prediction