



Dr. Sithara Panicker (Ayurvedic Physician)

Transcriptionist & Medical Coder

Contact Details

 sitharasmikesh@gmail.com

 +971 523892274

 Dubai

Education

- **Certificate Course in Medical Coding & Billing**

Tranzorze Academy - 2024

- **Bachelor of Ayurvedic Medicine & Surgery**

Kerala University - 2006-2012

Skills

- **Medical Transcription**

Medical Terminology & Anatomy

Experience in Medical field

Thorough knowledge of ICD-10, CPT & HCPCS Coding

Proofreading

Good communication skills

Confidentiality

Attention to detail

Excel, MS Word

Time Management

Ability to Work Independently

Languages

- English
- Hindi
- Malayalam

Summary

Highly motivated, detail oriented Transcriptionist and Medical coder with a strong background in medical field as a DHA certified Ayurvedic Physician for the past 4 years. Passion for accuracy, and efficient in learning new skills. Strong knowledge of medical terminology and coding systems, including ICD-10-CM, CPT, and HCPCS. Possessing strong listening, typing, and proofreading skills, dedicated to delivering high-quality transcriptions within deadlines. Seeking an opportunity to contribute to a healthcare organization's success and enhance patient care.

Work Experience

Transcriptionist and Medical Coder, Mega Scan Radiology and Diagnostic Centre, Dubai

September 2023 - Present

- Accurately transcribe dictated X-rays, CT scans, MRIs and ultrasounds reports from radiologist.
- Correctly interpret and transcribe complex terms, procedures, and diagnoses.
- Meticulously review and edit transcribed documents.
- Adhering strictly to patient confidentiality guidelines and legal documentation requirements, ensuring the security and privacy of sensitive patient information.
- Formatting reports according to established protocols and regulatory requirements, ensuring readability and compliance for medical, legal, and billing purposes.
- Collaborating with radiologist to clarify discrepancies, ambiguities, or missing information in dictations to ensure comprehensive and accurate reports.
- Inputting completed and verified medical reports into electronic health records (EHR) systems for easy access and reference by other healthcare providers.

Ayurvedic Physician & Insurance Coordinator, Ontario Wellness Ayurvedic Centre, Dubai

January 2022- November 2022

- Documentation of Medical reports, patient history, discharge summary etc.
- Daily consultation with patients.
- Patient assessment and prescribing required treatments and medicines.
- Maintained a high level of accuracy and productivity.
- Demonstrated strong knowledge of medical terminology and abbreviations.

Ayurvedic Physician, Nilappana Ayurvedic Centre, Dubai

February 2021- January 2022

- Daily consultation with patients.
- Patient assessment and prescribing required treatments and medicines.
- Medical documentation for insurance purposes.

Ayurvedic Physician, Karama Ayurvedic Centre, Dubai

April 2018 - January 2021

- Daily consultation with patients.
- Patient assessment and prescribing required treatments and medicines.
- Maintained patient Medical Records.
- Handled patient phone calls and enquiries.