



PARVEEN BEGUM A

MEDICAL CODER

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Dedicated and CPC-certified Medical Coder with 3.5+ years of experience in accurately assigning ICD-10, CPT, and HCPCS codes for insurance claims and clinical documentation. Proven ability to maintain accuracy rate in coding E/M services across outpatient and inpatient settings. Adept in using Encoder Pro, medical billing software, and electronic health records (EHR). Strong communicator, quick learner, and team-oriented professional with a commitment to quality and compliance.

AREA OF EXPERTISE

- ICD-10, CPT, HCPCS Level II Coding
- E/M Level Coding
- Insurance Claim Reconciliation
- Medical Billing & Documentation
- NCCI Edits & Compliance
- CPT Modifiers & Clinical Abstraction
- Medical Terminology
- Leadership Skills
- Effective Communication
- Problem Solving
- Critical Thinking
- Adaptability
- Team Collaboration
- Microsoft Office Suite

PROFESSIONAL EXPERIENCE

Optum Healthcare – Chennai, India
Insurance Coordinator

Feb2023 – Mar 2024

- Assigned and sequenced accurate ICD-10-CM and CPT codes for outpatient and specialty clinical records, ensuring compliance with payer guidelines and achieving a 98%+ coding accuracy rate.
- Identified and reconciled NCCI edits, billing inconsistencies, and documentation gaps, leading to a 20% reduction in claim rejections.
- Coordinated with physicians, insurance companies, and billing teams to verify and validate coding and documentation, improving claim approval turnaround time by 25%.
- Utilized Encoder Pro, EHR systems, and payer portals to efficiently manage the end-to-end insurance claim cycle, from pre-authorization to submission and denial follow-up.
- Generated and submitted clean claims with minimal denials by ensuring medical necessity and coding specificity for each case.

Episource Pvt. Ltd – Chennai, India

Dec2019 – Feb 2023

Medical Coder

- Coded over 1500+ patient charts/month using ICD-10, CPT, and HCPCS Level II codes for E/M, outpatient, and inpatient services.
- Conducted thorough chart reviews, abstracting clinical data to ensure compliance with CMS guidelines and payer-specific rules.
- Reduced denial rates by 30% through accurate code application, and by identifying frequent documentation gaps.
- Utilized medical coding software, EHR systems, and audit tools to maintain a coding accuracy of 99%.
- Collaborated with QA and billing departments to implement process improvements that shortened the claim approval timeline by 20%.
- Assigned accurate diagnosis (ICD-10-CM) and procedure (CPT) codes for general and specialty departments, covering 500+ charts weekly.
- Reviewed and clarified clinical documentation with physicians to support code specificity and medical necessity.

EDUCATION

2017 - 2019

Diploma in Pharmacy

ACS College and Hospital – Chennai, India

Medical Coding Certification Program

3670 Healthcare Academy – Chennai, India

CERTIFICATION

Certified Professional Coder (CPC) – AAPC, Issued: 2023 | Member ID: 02068208

ADDITIONAL INFORMATION

- **Languages known :** English, Tamil
- **Software proficiency:** Microsoft Office Suite (MS Word, MS Excel, PowerPoint) Online claim portals, EHR, Encoder Pro, Super Coder
- **Passport Details :** Passport No : W33368357, Passport Expiry : 08/22/2032
- **Visa Status :** Spouse Visa
- **Nationality :** Indian

REFERENCE

Can be submitted upon request.