

SHIHINA N

MEDICAL CODER



CONTACT

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Abu Dhabi

CONTACT

- Date of Birth : 22-09-1988
- Nationality : Indian
- Marital Status : Married
- Visa Status : Residency Visa

SKILLS

- Medical Coding – Expert
- ICD-10 Coding – Expert
- CPT - Expert
- Submission & denial management – Expert
- EMR Documentation - Expert
- Dental Coding -Expert
- Pre-approval – Expert

QUALIFICATION

- Diploma in Electronics engineering
- BBA Expected graduation 2025

LANGUAGES

- English
- Hindi
- Malayalam
- Tamil



PROFILE

Detail-oriented and certified Medical Coder with hands-on experience in accurately coding medical and dental procedures using ICD-10, CPT, and HCPCS guidelines. Skilled in reviewing clinical documentation, ensuring coding accuracy, and supporting smooth insurance claim processes. Proven ability to collaborate with healthcare professionals to clarify diagnoses and procedures, reduce claim denials, and ensure compliance with industry regulations. Experienced in outpatient coding, with additional responsibilities in insurance coordination and front desk operations.



WORK EXPERIENCE

FROM OCT 2023 TO PRESENT WORKING AS A MEDICAL & DENTAL CODER in ESQUARE MANAGEMENT SERVICES, MUSAFFAH, ABU DHABI

- Responsible for accurate coding of medical and dental procedures and diagnoses in compliance with applicable regulations and insurance guidelines.
- Ensured proper use of CPT, ICD-10, and HCPCS codes for outpatient services.
- Collaborated with healthcare providers to clarify documentation and support accurate code assignment.
- Contributed to timely claim submissions, Resubmission, Preapprovals and improved reimbursement rates through precise coding practices.
- KPI data collection, validation & submission
- Quality report for JAWDA Audits
- Attending JAWDA Audits

FROM OCT 2023 TO PRESENT WORKING AS A PART TIME RECEPTIONIST & INSURANCE IN COORDIANTOR IN HEALTHSHADE MEDICAL CENTRE LLC, MUSAFFAH, ABU DHABI.

- Handled front desk operations, including patient registration, appointment scheduling, and customer service.
- Coordinated with insurance providers for eligibility verification, pre-approvals, and claims submission.
- Maintained accurate patient records and ensured compliance with confidentiality and data protection standards.
- Assisted in resolving insurance-related queries and followed up on pending claims to support smooth billing processes.



SPECIALITIES HANDLING

- OB & GYNAE
- INTERNAL MEDICINE
- DERMATOLOGY
- FAMILY MEDICINE
- PEDIATRICS
- GP
- DENTAL



SOFTWARE EXPERTISE IN

- SHADE
- UNICARE
- CORTEX
- CLINIC SOFT
- CLINICPRO
- DOK 32