

Amina Patel

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SUMMARY

Detail-oriented and highly motivated recent graduate with a Bachelor of Science in Health Information Management. Proficient in medical coding standards with a strong foundation in ICD-10 and CPT coding. Eager to leverage analytical skills and coding knowledge in an entry-level medical coder position.

EXPERIENCE

Medical Coding Intern

Jun 2022 - Aug 2022

Healthcare Solutions Inc., Austin, TX

- Successfully assisted in coding over 500 patient records with a 98% accuracy rate.
- Collaborated with senior coders to reduce claim denials by 15% through accurate documentation and coding.
- Gained hands-on experience with coding software including 3M CodeFinder and Optum360.

Health Information Management Assistant

Jan 2021 - May 2022

City Hospital, Austin, TX

- Streamlined the patient records filing system, reducing retrieval time by 30%.
- Assisted in auditing medical records for compliance with HIPAA regulations.
- Maintained accurate data entry for patient information and coding updates.

Customer Service Representative

Jan 2020 - Dec 2020

HealthCare Call Center, Austin, TX

- Provided support to patients and healthcare providers, resolving over 100 inquiries daily.
- Increased customer satisfaction ratings by 20% through effective communication and problem-solving.
- Trained new staff on patient information systems and coding basics.

EDUCATION

Bachelor of Science in Health Information Management

May 2022

University of Texas, Austin, TX • GPA: 3.7

SKILLS

Technical Skills: ICD-10 Coding, CPT Coding, Health Information Systems, Data Entry

Tools & Frameworks: 3M CodeFinder, Optum360, Epic Systems