

Sadie Scott

(512) 555-1234 sadie.scott@example.com

linkedin.com/in/sadie-scott 123 Main St, Austin, TX 78701

SUMMARY

Compassionate and driven Certified Inpatient Medical Coder with over 6 years of expertise in surgical and medical coding across various specialties. Demonstrates a strong command of CPT, HCPCS, ICD-CM, and MS-DRG coding systems ensuring regulatory compliance while accurately assigning diagnosis codes. Skilled in analyzing data for performance improvement, regularly reviews work through peer checks, and swiftly adjusts to coding system changes. Engages in continuous learning to remain current with the latest practices and techniques. Passionate about optimizing patient care through accurate documentation and coding methodologies. Excited about future opportunities in remote coding environments to make a meaningful impact.

EXPERIENCE

Certified Inpatient Medical Coder

January 2021 - Present

Health Systems Coding Services

Dallas, TX

Support a fast-paced coding team by providing high-quality coding services for inpatient and outpatient encounters. Facilitate collaboration between healthcare providers and coders while promoting best practices in capturing accurate clinical documentation. This role greatly influences project effectiveness and optimizes reimbursement outcomes.

- Accurately assigns diagnosis and procedure codes in accordance with established guidelines to mitigate compliance risks.
- Collaborates effectively with healthcare teams to clarify documentation and ensure thorough coding.
- Maintains monthly productivity metrics and strictly adheres to quality assurance protocols.
- Conducts regular audits to identify discrepancies in coding practices and implements necessary adjustments.
- Participates actively in ongoing education sessions aimed at enhancing knowledge regarding evolving coding standards.
- Provides mentorship to junior coders, fostering an environment of learning and professional growth.

Inpatient Coder

June 2018 - December 2020

Caring Hands Medical Group

Houston, TX

Executed extensive coding responsibilities facing a variety of hospital settings with a focus on accuracy. Enhanced revenue cycle processes through optimized analytics and ensured compliance with external audits.

- Developed precise coding strategies improving MS-DRG assignment accuracy resulting in higher reimbursement rates.
- Reviewed medical records thoroughly ensuring all coding met compliance regulations.
- Compiled detailed coding reports that highlighted trends and potential areas needing improvements for management review.
- Engaged peers in collaborative review processes promoting collective wisdom in coding techniques.
- Achieved exceptional customer service ratings recognized through internal surveys, building solid relationships with medical staff.
- Implemented immediate feedback loops that reduced errors and improved teamwork efficiency.

Medical Coder

March 2016 - May 2018

Healthcare Professionals Inc.

San Antonio, TX

Served multiple specialties, focusing on delivering consistent results. Collaborated closely with billing operations, contributing significantly to revenue integrity.

- Successfully managed code validation across outpatient procedures achieving consistent accuracy above 95%.
- Worked alongside account representatives to eradicate coding discrepancies enhancing revenue cycle efficacy.
- Led training initiatives cultivating a culture of learning and adherence to coding protocols among new hires.
- Contributed to creating departmental policies elevating coding standards and procedural reliability.
- Invested in self-education aligning personal knowledge with national certification requirements to enhance coder skills.
- Played a key role in interdepartmental collaborations sharing insights on improving coding accuracy and operational functions.

LEADERSHIP & AWARDS

- Exemplary Service Award for surpassing coding productivity goals consistently throughout my tenure.
- Peer Recognition Award for outstanding contributions to team dynamics and successful coding audits.

EDUCATION

Associate of Applied Science in Health Information Management

2024

Austin Community College GPA: 3.7

Austin, TX

Coursework: Health Data Management, Coding Standards, Medical Terminology, Law and Ethics in Healthcare

CERTIFICATIONS

- Certified Professional Coder (CPC) 📅 2025
- Certified Inpatient Coder (CIC) 📅 2025

TECHNICAL SKILLS

- **Coding Systems:** ICD-CM, CPT, HCPCS, MS-DRG
- **Productivity Tools:** Excel, EMR Software, Coding Software
- **Quality Assurance Practices:** Peer Reviews, Auditing Techniques, Documentation Standards
- **Team Collaboration Platforms:** Slack, Zoom, Microsoft Teams
- **Healthcare Regulations:** HIPAA Compliance, Medicare Standards, State Compliance
- **Data Analysis Tools:** MS Access, Google Analytics, BI Software
- **Training Resources:** Webinars, Workshops, Conference Attendance
- **Performance Improvement Measures:** Benchmarking, Remediation Plans, Customer Feedback
- **Document Management Systems:** FileMaker, SharePoint, Document Locator
- **Continuing Education Frameworks:** APTAC, AAPC Guidelines, National Conferences

SKILLS

- | | | | |
|------------------|---------------------|----------------------------|-------------------------|
| • Medical Coding | • HCPCS | • Compliance | • Training & Mentorship |
| • ICD-CM | • MS-DRG Assignment | • Revenue Cycle Management | |
| • CPT | • Auditing | • Documentation Review | |

PROFESSIONAL AFFILIATIONS

- Member of American Academy of Professional Coders (AAPC).
- Active participant in local healthcare professional groups supporting continuous learning within the community.

LANGUAGES

- English (Native)
- Spanish (Proficient)

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST