

Clinical Documentation Improvement Specialist/Technician

ROBERT SMITH

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Objective

To secure a position as a Clinical Documentation Improvement Specialist where will apply skills, knowledge and leadership qualities in providing the most accurate and complete medical records for coding.

Skills

Microsoft Office, Technical Skills.

Work Experience

Clinical Documentation Improvement Specialist/Technician

ABC Corporation - 2006 – November 2011

- Review medical records concurrently for documentation improvement opportunities.
- Work closely with physicians and case managers to educate on proper documentation.
- Query physicians when there is an opportunity to improve documentation and capture CC and MCCs.
- Improve case mix index and maximize hospital revenue.
- Coding inpatient including heart and back procedures, same-day surgery accounts, ER records, outpatient accounts, skilled nursing facility accounts.
- Special achievements SPOT award Award given for going above and beyond expected duties.
- Operational Effectiveness award Award given for increasing hospital revenue in six months and improving hospital case mix index.

Clinical Documentation Improvement Specialist

University Hospitals - 2004 – 2006

- Concurrent chart reviews.
- DRG coding and selection.
- submit electronic, written or verbal queries to physicians.
- Follow up on query status.
- Reconcile DRG with coders.
- Review mortality cases for accuracy and query opportunities.
- Provide physician coding education and electronic query training.

Education

Masters of Business Administration - January 2015(King University - Bristol, TN)