

ERICA FOLEY

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EDUCATION

Associate of Applied Science in Health Information Technology

Arapahoe Community College,
Littleton, CO 2006-2008

KEY SKILLS

- Medical terminology
- Data entry and management
- Speed typing
- Decision making
- Time management

CERTIFICATIONS

- Certified Professional Coder
CPC

Certified medical coder with 7 years of progressive experience assigning ICD and CPT codes to patient medical records. Maintained 96% accuracy per 150 daily claims. Strengths include strong analytical skills and meticulous attention to detail.

PROFESSIONAL EXPERIENCE

Supervisor

Medical Coding – Boulder Emergency Care, Boulder, Colorado | June 2011 – July 2014

- Supervised staff of 5 medical coders responsible for coding medical records for documentation related to disease or symptoms and diagnosis descriptions for emergency services
- Maintained personal accuracy record of 98% and departmental accuracy record of 96%
- Maintained consistent daily departmental production of greater than 300 reviews per day

Medical Coder/HCC Coding - Boulder Family Practice

Boulder, Colorado | November 2008 — June 2011

- Reviewed patient medical records to verify and insure appropriate and accurate diagnosis and procedural data in compliance with CMS and state specific guidelines
- Utilized all correct coding initiatives for each and every insurance policy as well as state law requirements
- Reviewed EOB's for patient insurance carriers and completed appropriate paperwork to appeal denials