
Clinical Auditor Resume

Job Objective

Seeking an opportunity to work with growing company by filling the Clinical Auditor position and putting my skills to good use.

Professional Experience:

Clinical Auditor, August 2005 – Present

Outcomes Health Information Solutions, Oklahoma City, OK

- Performed chart reviews and Quality Analysis for HEDIS, HOS, MRAs, PIA etc.
- Maintained set productivity requirements by project.
- Maintained a positive work environment and enhanced professional credibility of Outcomes.
- Managed to deal with diverse opinions in an objective manner.
- Ensured to accurately track time worked through the company assigned program.
- Ensured to foster an environment of trust and openness with team, peers and management.

Clinical Auditor, May 2000 – July 2005

Maricopa Integrated Health System, Oklahoma City, OK

- Administered a variety of auditing assignments.
 - Reviewed patient charts completely and appropriately.
 - Analyzed information, and ensured precision in coding and billing and compliance with government guidelines.
 - Communicated effectively the evaluation and recommendations to all levels of management.
 - Analyzed the audit results and provided recommendations for corrective action.
 - Ensured compliance with established policies and procedures.
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Summary of Qualifications:

- Remarkable experience in clinical documentation, coding and chart/bill audits
 - Comprehensive knowledge of medical terms and patient care services
 - Proficient with data processing systems and personal computer software
 - Sound ability to perform multiple concurrent assignments within established timeframe
 - Excellent problem solving and analytical skill
 - Proficient with MS Office tools, email, internet and related software
 - Sound oral and written communication skills
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Education:

Bachelor's Degree in Healthcare, North Dakota State University, Fargo, ND

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