

# REGISTERED HEALTH INFORMATION TECHNICIAN RESUME

## Objective:

Challenging position of Registered Health Information Technician.

## Summary of Skills:

- Certified Coding Specialist (CCS) and relevant experience as a Medical Coder
- Sound knowledge of reviewing, processing and submitting medical claims
- Good knowledge of insurance companies
- Proficiency in computer software and applications

## Work Experience:

Registered Health Information Technician  
Multicare Health System, Worcester, MA  
August 2005 to till date

- Performed all tasks according to CCH Service Standards.
- Identified and assisted in resolving safety, hygiene and maintenance issues of the surroundings.
- Maintained privacy of hospital, employee and patient as per hospital policies.
- Coded medical and emergency room records.
- Accurately completed ICD-9-CM and CPT-4 codes assignment.
- Adhered to authorized coding procedures.

## Education:

Associate Degree in Health Information Technology  
University of Cincinnati, Cincinnati, OH

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