



Harriet Estrada

Senior Coding Specialist

Certified Coding Associate (CCA) with 6 years of experience in medical coding, billing audits, and charge reconciliation using Epic and Cerner. Redesigned charge-capture workflows and coding review sequences, improving billing efficiency by 23.3% across 3 service lines. Trained 13 team members on CPT, HCPCS, and HIPAA-compliant procedures across multiple clinical settings.

CONTACT INFORMATION



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Meadville, PA 12345

EDUCATION

AAS Medical and Healthcare Management, Westmoreland County Community College

Youngwood, PA | 2018 – 2020

KEY SKILLS

- CPT and HCPCS Coding
- ICD Code Assignment
- Epic
- Cerner
- UB-04 Claim Submission
- HIPAA Compliance
- Medicaid Billing
- Coding Audits
- Charge Reconciliation
- Microsoft Word

PROFESSIONAL EXPERIENCE

SENIOR CODING SPECIALIST | CONNEAUT LAKE HEALTH PARTNERS, MEADVILLE, PA

2023 – PRESENT

- Redesigned charge-capture workflows and coding review sequences, improving billing efficiency by 23.3% across 3 service lines within 14 months.
- Trained 7 team members on annual CPT and HCPCS code updates, reducing onboarding time for new hires from 22 days to 13 days.
- Audited outpatient encounter records in Epic and corrected modifier assignments, increasing reimbursement by 14.8% for the orthopedics department.
- Scanned and indexed patient health records into the EHR within 20 minutes of receipt, maintaining a backlog of fewer than 9 files at any time.

CODING SPECIALIST | TITUSVILLE REGIONAL MEDICAL GROUP, TITUSVILLE, PA

2021 – 2023

- Trained 4 new coding staff on Cerner charge entry and UB-04 claim preparation, bringing each to independent work within 11 days.
- Reviewed and coded an average of 53 inpatient and outpatient encounters per day, applying ICD and CPT codes in compliance with HIPAA guidelines.
- Increased reimbursement on Medicaid claims by 14.5% by identifying undercoded evaluation-and-management levels during pre-submission audits.
- Retrieved and compiled patient medical records for 14 physicians and technicians, fulfilling requests within 45 minutes of submission.

MEDICAL CODING ASSOCIATE | FRENCH CREEK FAMILY MEDICINE, SAEGERTOWN, PA

2020 – 2021

- Processed government and commercial insurance forms for an average of 39 patient visits per day, verifying demographic and coverage data before submission.
- Improved billing efficiency for the practice by 20.1% by standardizing code selection templates in the practice management system.
- Trained 2 front-desk staff on HIPAA-compliant record scanning procedures, reducing misfiled documents from 11 per week to 3 per week.

CERTIFICATIONS

- Certified Coding Associate, AHIMA, through its Commission on Certification for Health Informatics and Information Management, 2020