

E VIJAY

BDS | Medical Claims Specialist | Health Insurance Claims Adjudication

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Professional Summary

BDS graduate with experience in health insurance claims adjudication, OPD claims processing, medical documentation review, ICD-10 coding, policy coverage verification, medical necessity assessment, deficiency management, and claim eligibility evaluation. Skilled in reviewing medical records, prescriptions, invoices, and diagnostic reports while ensuring compliance with insurer guidelines and turnaround time standards.

Professional Experience

Medical Claims Specialist – VISIT HEALTH CARE

11/2024 — Present

- Processed and adjudicated OPD health insurance claims.
- Reviewed medical records, prescriptions, invoices, diagnostic reports, and supporting documents for claim assessment.
- Verified policy coverage, medical necessity, and claim eligibility in accordance with insurer guidelines.
- Applied ICD-10 coding knowledge during claim assessment and documentation review.
- Raised deficiency requests and reviewed additional documents for claim decision-making.
- Processed and adjudicated 100+ OPD health insurance claims daily while maintaining quality and TAT standards.

Dental Assistant – RAJAs DENTAL CARE

10/2021 — 09/2024

- Assisted in clinical examination, diagnosis, and treatment planning.
- Reviewed and documented patient records, treatment notes, and radiographs.
- Performed basic dental procedures including scaling, restorations, extractions, and chairside assistance for endodontic treatments.
- Maintained accurate clinical documentation and treatment records.
- Supported evidence-based patient care and treatment coordination

TECHNICAL & FUNCTIONAL SKILLS

Health Insurance Claims Adjudication
OPD Claims Processing
Medical Documentation Review
Medical Records Analysis
Diagnosis-Treatment Correlation
Medical Necessity Validation
Policy Coverage Verification
Deficiency Management
ICD-10 Coding (Working Knowledge)
Prescription & Invoice Validation
Hospital Billing Documentation
Clinical Case Review
Basic Knowledge of IPD Claims Process
TAT Management

Certifications

Medical Billing and Coding: ICD-10 and ICD-11 – Alison
online

Education

**Compulsory Rotatory Medical Internship (CRMI) – CKS THEJA
DENTAL COLLEGE**

01/2024 — 12/2024

Bachelor of Dental Surgery (BDS) – NTR HEALTH UNIVERSITY
FIRST CLASS

08/2019 — 12/2023

**Intermediate BIPC (Biology, Physics, Chemistry) – SRI
CHAITANYA BALULA KALASALA**

03/2012 — 03/2014

**Secondary School Certificate – KESHAHA REDDY CONCEPT
SCHOOL**

03/2011 — 03/2012

CORE COMPETENCIES

Analytical Thinking
Decision Making
Attention to Detail
Communication Skills
Policy Compliance

CLINICAL SKILLS

- Dental Radiograph Interpretation
- Clinical Documentation
- Patient Assessment & Diagnosis
- Basic Dental Procedures

Languages

English | Telugu | Hindi (Read, Write & Basic Speaking)

Achievements

Runner-Up Captain – STATE LEVEL INTERCOLLEGE CRICKET TOURNAMENT 2025

Demonstrates leadership, coordination, and decision-making skills

Winning Captain – DPL 2024 – CKS THEJA DENTAL COLLEGE