# Helna Eldho

Medical record technician



### **Education**

- 2014, 10th pass out
  Parama bhattara Kendriya vidyalayam vadayambady
- 2015-2017, 12th pass out
  Rajarshi memorial higher
  secondary school vadavucode
- 2017- 2020, Ba English literature course completed at Cet college airapuram.
- 2020- 2022, DIPLOMA IN MEDICAL RECORD TECHNOLOGY at MOSC medical College kolenchery.

#### Personal details

D.o.b: 12/03/1998

Genter: female

#### Language known

Malayalam, English, tamil, hindi

#### **Contact Me**

- 6282651953
- Melnaalosh9694@gmail.com
- Ellavunkal house chakkungal road cra 149 cochin, Ernakulam

## **Profile**

I am an organized and hardworking fresher searching for a responsibility role where I can get practical experience and ensure that my interpersonal abilities can help a firm emphasize on customer happiness and experience reach its goals.

# **Work Experience**

- Done one month job training at welcare hospital vytila as a medical record technician
- Diploma in MEDICAL RECORD TECHNOLOGY at MOSC medical College kolenchery

# **Expertise Skill**

I have the ability to manage Medical Records management, Medical Coding. (Diagnostic and Procedural) Good knowledge in ICD- IX, ICD - X and ICPM. Qualitative and Quantitative analysis of documentation. Preparation of Hospital Statistics. Maintenance of Medico Legal Cases and Registers Assembling of Medical Records and other routine operations of the department Open and Closed Record Review for NABH.