



ABDUL RAHEEM

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CAREER OBJECTIVE:

TO OBTAIN A POSITION WITHIN MY CHOSEN FIELD THAT WILL CHALLENGE ME AND ALLOW ME TO USE MY EDUCATION, SKILLS AND PAST EXPERIENCES IN A WAY THAT IS MUTUALLY BENEFICIAL TO BOTH ME AND MY EMPLOYER AND ALLOW FOR FUTURE GROWTH AND ADVANCEMENT.

WORK EXPERIENCE:

INFLUENCE IHI: RCM Lead (Jan 2022 - currently)

- Providing RCM cycle strategies in the developing project. • Ensured the data extracted is clean and accurate for further analysis.
- Ensuring the timely delivery of the hospital data to the insurance companies after Mapping of agreed tariff of services, ICD codes.
- Providing support in the electronic management of claims in developing established unified claim management system for PICs of local and international markets
- Testing of Developed solutions and related products & producing project feasibility of report tool.
- Extending complete support for the other developers in development of projects like DHR, PCP and EPR.
- Apply and maintain computer technology to modernize processing operations. Circulate the insurance related information to the concerned desks.

Neuron LLC Dubai, United Arab Emirates: Supervisor (Jan 2004 – Dec 2021)

Supervisor- Data & Analytics (Jan 2009 - 2021)

- Establishment and maintaining log / record of incoming provider claims daily and sending reports to Claims/Finance Team.
- Ensured timely dispatch of Client reconciliation reports.
- Running claims processed reports and analyzing claims received versus amounts. • Processed / paid per month for a provider and furnishing the details to the Insurance Companies

Supervisor – Reimbursement Claims (May 2006 - Jun 2009)

- Training team members with insurance policies.
- Furnishing member reimbursement claims reports of the claims that have been processed to the client and assisting them with their queries.
- Organizing reimbursement claims to be processed by the individual team members. • Swift processing of self-insured / insured clients member reimbursement claims. •
- Ensuring the claims are within the SLA's stipulated by the client.
- Maintaining a daily report of reimbursement claims that have been received and which are being processed and reported to the claims manager.

Supervisor – Provider Claims (Sep 2004 - Apr 2006) Supervised a team of 19 members.

- Training of the claim processing system.
- Training the insurance policies of self-insured clients.
- Processing of provider claims.
- Designing and running client reports using Sybase Info maker reporting tool. • Attended meetings with hospitals and clinics for claims reconciliation.
- Ensuring priority provider claims are processed within the SLA's and timelines Stipulated.
- Sending Rejected claims reports to the providers and assisting them with their queries.

CAREER SUMMARY:

- Understands and ensures privacy law. Prepares weekly, monthly, quarterly, and annual data reports for distribution.
- Develop ad-hoc reports as necessary and as requested by CRM and Clients.
- Supports data generation for conferences and meetings wherever required. Supports to maintain access for data research.
- Generates clinical data using appropriate statistical tools. Contribute to the compilation, organization, and production of protocols, clinical study reports, regulatory submissions, or other controlled documentation. Prepare appropriate formatting to datasets as requested.
- Prepare Standard reports and Provide support and information to functional areas such CRM, Medical claims, Medical Authorization, Quality Assurance and Clients.

PROJECTS & TECHNICAL SKILLS (*Software Testing / Data Extraction & Reporting Tasks*)

- Liaising with external and internal clients. Generate and analyze clients' existing systems and business models understanding software development lifecycle.
- Working closely with the Oracle developers in translating client requirements into highly specified project briefs.
- Assist in identifying options for potential solutions and assessing them for both technical and business suitability.
- At times conducting requirements analysis and preparing specific proposals for modified or replacement codes.
- Testing of Developed solutions and related products & producing project feasibility of report tool. • EClaims Integration Project for complying with insurance functions and software with DHA regulation of • Electronic management of claims. Established a unified claim management process system under Government Scheme and PICs in UAE.
- Mapping of agreed tariff of services, ICD codes, XML generation from Internal Software to upload to DHA portal directly
- Apply and maintain computer technology to modernize processing operations. Circulate the insurance related information to the concerned desks.

EDUCATION AND CREDENTIALS:

Master of Computer Application (M C A) - Osmania University, India 2001 - 2004

Bachelor of Electronics - Nagarjuna University, India 1998 – 2001

COMPUTER SKILLS:

Oracle (PL SQL), QlikView BI tools & Microsoft Office 365.

PERSONAL PROFILE:

Nationality : India

Languages : English, Urdu, Hindi & Telugu

Driving License : UAE driving License (Light Motor)