

Briget Bohl

Medical Records Technician

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📍 3708 W Broken Arrow Expy,
Tulsa, OK 74012

Education

Associate of Science in Health Information Technology at Oklahoma State University, OK

Sep 2016 - May 2021

I have learned how to manage and organize health information, how to use technology to collect and analyze data, and how to use my knowledge of health care to improve patient care.

Links

[linkedin.com/in/brigetbohl](https://www.linkedin.com/in/brigetbohl)

Skills

Health Information Management

Medical Coding

Electronic Health Records

Clinical Documentation Improvement

ICD-10-CM/PCS Coding System

Revenue Cycle Management

Languages

English

Dutch

Profile

I am a highly-skilled Medical Records Technician with over 1 year of experience in the field. I have a keen eye for detail, and I possess excellent organizational skills that allow me to keep track of large amounts of data. I have experience working with Electronic Health Records (EHRs), and I am familiar with coding systems such as International Classification of Diseases (ICD) and Current Procedural Terminology (CPT). In addition, I have strong interpersonal skills that enable me to effectively communicate with patients, families, and other healthcare professionals.

Employment History

Medical Records Technician at St. Anthony Hospital, OK

Jun 2022 - Present

- Maintained patient confidentiality and ensured HIPAA compliance for medical records of 500 patients.
- Processed incoming and outgoing correspondence, including laboratory reports, to be filed in patient charts in a timely manner.
- Scanned 150 medical charts into the EHR system per day on average.
- Reviewed discharge summaries for accuracy and completeness before adding them to patient files.
- Monitored inventory of office supplies and placed orders as needed to maintain stock levels.

Medical Records Technician II at OU Medical Center, OK

Sep 2021 - Apr 2022

- Maintained 98% chart accuracy for medical records according to established guidelines.
- Completed 400+ charts per day, ahead of schedule.
- Filed 150+ patient files per hour accurately and efficiently.
- Assisted in training 4 new staff members on medical record keeping procedures.
- Successfully converted paper records into electronic format for 200 patients.

Certificates

Registered Health Information Technician (RHIT)

Dec 2020

Certified Tumor Registrar (CTR)

Jun 2019

Memberships

American Health Information Management Association (AHIMA)

National Healthcare Association (NHA)