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SYAKINAH ANIAN

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Nurul Syahirah Binti Zainal Habsahni

DIPLOMA IN HEALTH INFORMATION MANAGEMENT

About Me

A dedicated and motivated individual seeking for a challenging working opportunity in an organization to utilize personal capability and creativity that would allow me to develop my skills while contributing to the organizational goals. Interested to gain more knowledge while working.

Clinical Experience

KPJ DAMANSARA SPECIALIST HOSPITAL (SEMESTER 4,5 &6)

27 February 2021 - 23 April 2021

- Medical Record

KPJ KAJANG SPECIALIST HOSPITAL (SEMESTER 3)

5 January 2020- 31 January 2020

- Medical Record

KPJ SEREMBAN SPECIALIST HOSPITAL (SEMESTER 2)

14 July 2019- 9 August 2019

- Medical Record

KPJ TAWAKKAL SPECIALIST HOSPITAL (SEMESTER 1)

28 October 2018- 22 December 2018

- Medical Record , Clinic Assistant, Emergency department

Education History

KPJ UNIVERSITY COLLEGE 2018-2021

Diploma in Health Information Management

CGPA : Pass

SMK KOMPLEKS KLIA 2013-2017

Sijil Pelajaran Malaysia (SPM)

SK TAMAN SEMARAK 2006 - 2012

Penilaian Menengah Rendah

Achievements

Participation- Netball Tournament Kejohanan Sukan Masiswa Selatan (2018)

Participant in MALEAD course (Leader Management) (2019)

Participant in HUKM Course
Disease Coding& Anatomy (2020)

Participant in HUKM Course Case
Mix System (2021)

Participation Team Building (2023)

Certificate Intermediate Course On International Classification Of
Disease (ICD - 10) (2023)

Working Experience

Klinik Salam Nilai 24 Jam (20 September 2022)

Position as Clinic Assistant/ Swabber

- Registering the patients, answering calls and queries from patients
- Ensuring the cleanliness and tidiness of the premise
- Assisting the doctor in charge in any procedures, including being a chaperone
- Undertake general cleaning duties of medical equipments and tools including sterilization of medical tools.
- Dispensing medication and collection of fees from patients
- Perform oral, mid turbinate or nasopharyngeal swab
- Assist with preparation of specimens collection
- Infection control measures in swabs operation

KPJ Ambulatory Care Centre Kinrara (2 February 2022)

Position as Medical Record Officer

- Expand my career in handling medical record department.
- Do statistic/ report to management and include SMRP every month.
- Code the disease and procedure ICD10/ICD9
- Discharge Report
- Notify the Communicable Disease to KKM
- Prepare documentations, reviewing status of applications accurately and in a timely manner
- Maintenance of proper filling system, documentation and electronic records
- Processing of Medical Report Application
- Data compilation of Census and Statistics
- Compile, process, and maintain medical records of hospital and clinic patients in a manner consistent with medical, administrative, ethical, legal, and regulatory requirements of the health care system. Process, maintain, compile, and report patient information for health requirements and standards in a manner consistent with the healthcare industry's numerical coding system.