



MASUD MANNA

HEALTH INFORMATION
MANAGEMENT GRADUATE

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AI Aman, Udupi, Karnataka



PROFESSIONAL SUMMARY & GOALS

A determined health information management graduate who is seeking to find the opportunity to work in a fun and challenging environment that will help me improve and learn new skills. I aim to attain an engaging position in the field of health information management, preferably in the areas of Medical Records Department or Quality assurance cell. I will contribute my skill sets to the organization to achieve the goals or targets.

EXPERIENCE



Jan 2022 - present

Kasturba Hospital
Manipal, Karnataka

HIM INTERN

Maintained patient's right to confidentiality by adhering to information release guidelines
Assigned ICD-10 CM and ICPM codes
Assembled the inpatient records and checked for deficiencies
Entered birth & death data

Aug 2021 - Nov 2021

Manipal Hospitals
Bangalore, Karnataka

HIM INTERN

Scanned Inpatient department files into EMR.
Performed auditing (open and closed)
Assembled audited files

Jan 2019 -April 2019

Unix Construction
Udupi, Karnataka

ACCOUNT EXECUTIVE

Maintained all records like Vouchers, Receipts, Bills, and Payments.

EDUCATION



Jul 2017 - Jul 2022

Manipal Academy of
Higher Education
Manipal, Karnataka

BSC. HEALTH INFORMATION MANAGEMENT

Thesis : "Use of Internet as a Resource of Health Information by Patients: A Hospital Based Study"

Jun 2015 - Mar 2017

SMS Pre-university
College
Brahmavar, Karnataka

SMS PRE-UNIVERSITY COLLEGE

Opted Science with combination of Physics, Chemistry, Maths, Electronics

CERTIFICATION



MEDRECON, Feb 2020

Certificate of Attendance
'The 20th National Health
Information Management
Conference'

SKILLS

Computer skills : MS Office
ICD-10 and ICPM coding
Attention to detail
Leadership and teamwork