



# AKASH E

Medical Scribe

Documentation Process

## My Contact

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## Hard Skill

- Anatomy Knowledge
- Knowledge of medical terminology
- Strong written and typing communication skill including the ability to listen and accurately transcribe in verbal communications on a real-time basis.
- Ability to Document the treatment and procedures performed by the physician or any other Healthcare Professional, including nurses and physician assistant.
- Documentation process based on HIPAA.
- Knowledge of MS office. (Word, excel. PowerPoint)
- Knowledge of Computer.
- Ability to work with medical profession while interacting with patients in a hospital or clinical setting.
- Ability to work in company based on the voice process.

## Soft Skill

- Good communication
- Good listening
- Multi talented
- Team work
- Leadership Quality
- problem-solving Time management

## Declaration

I Akash E, hereby declare that above mentioned details about me is true and connected to the best of my knowledge and belief.

## About Me

NSDC certified medical scribe. Seeking a Medical Scribe position where I can use my knowledge of medical terminology, technology, and administrative duties to support efficient patient care. I will bright with the opportunity by the part of this workspace and support the professional growth and development while working on a team or independent.

## Job Description

### Medical Scribe

*Tranzorze Solutions, Cochin 2022-2023*

- it's an EMR Documentation process about the patient details based on HIPAA rule.

Mainly Documentation is based on 3 formats;

#### SOAP Format

- SUBJECTIVE-Explanation of Signs and Symptoms regarding the complaint from the patient's point of view.
- OBJECTIVE-This is the Observations made by the Doctor regarding the concern by doing a physical examination of the patient.
- ASSESSMENT - This is the conclusion that the doctor reaches after analyzing the observations.
- PLAN- is the step and Solution that the Doctor Initiates in order to improve the condition of the patient.

#### HPI format

- History of Present Illness and It's Elements.
- Elements contain Onset, Context, Duration, Quality and Location.
- Chief complaint, Review of Systems, Physical Examination, Assessment and Plan are the components of HPI Format

#### CHART NOTE format

- Chief Complaint, History, PMH, PSH, Objective, Assessment Plan are the components of the chart note format.

## Education Background

### Bachelor Of Commerce (Computer Application)

*Co-operative Arts & Science College Vadakara  
(Calicut University) 2019-2022*

### Higher Secondary Education

*Kerala Board Of Higher Secondary School  
2017-2019*