

Fathimath Salwana

Assistant Pharmacist

Professional Summary

Dedicated and detail-oriented Assistant Pharmacist & Certified Medical Coder with **2+ years of experience** in pharmacy operations, prescription management, and medical coding. Skilled in patient counseling, inventory management, and insurance documentation. Adept at maintaining compliance with DHA regulations and ensuring accurate medication dispensing. Holds a Diploma in Pharmacy and AAPC certification, committed to supporting quality patient care and optimizing operational efficiency.

Work History

Krishna Hospital - Pharmacist

Kasaragod, Kerala

11/2022 - 03/2025

- Accurately dispensed prescription and OTC medications, maintaining 100% compliance with pharmacy standards.
- Counseled 30+ patients daily on dosage, interactions, and side effects, improving treatment adherence.
- Maintained pharmacy inventory, reducing stock-outs by 15% through efficient ordering.
- Verified prescriptions for accuracy, preventing potential medication errors.
- Prepared billing and insurance claim documentation, ensuring timely claim processing.
- Assisted doctors and nurses with medication-related inquiries and dosage calculations.
- Trained and supervised junior pharmacy staff and interns.

Medcity Medicals - Trainee Pharmacist

Kasaragod, Kerala

04/2022 - 11/2022

- Assisted pharmacists in prescription filling and patient counseling.
- Learned inventory control methods, helping reduce expired stock by 10%.
- Observed and participated in insurance billing and claim procedures.
- Ensured correct labeling and packaging of medications for dispensing.
- Provided customer service, addressing patient questions regarding dosage and availability.
- Supported pharmacists in maintaining drug registers and compliance documentation.
- Followed standard operating procedures for prescription validation.

Malik Deenar Hospital - Internship (Course Completion Training)

Kasaragod, Kerala, India

11/2021 - 03/2022

- Assisted in patient care by monitoring vital signs and reporting abnormalities to the medical team.

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📍 Dubai, UAE

Key Skills

- Prescription Management
- Medical Coding
- Drug Dispensing
- Inventory Control
- Patient Counseling
- Insurance Claims Processing
- Regulatory Compliance (DHA, AAPC)
- Communication Skills
- Time Management
- Team Collaboration

Education

12/2024

Cardea Health Care Solutions

Kerala, India

Medical Coding And Billing

2022

PA College of Pharmacy

Karnataka, India

Diploma in Pharmacy

2019

Kerala Board of Higher Secondary Education

Kerala, India

Higher Secondary (Science)

Personal Details

Nationality: Indian

Gender: Female

Marital Status: Married

Passport No: AD766605

DHA ID: 56024940

AAPC Certified Medical Coder (ID: 2302437)

- Supported doctors and nurses during medical examinations and procedures.
- Maintained accurate patient records and updated charts for clinical documentation.
- Educated patients and families on basic health care practices and post-treatment care.
- Administered medications under supervision and ensured timely dosage.
- Performed routine laboratory sample collection and assisted in diagnostic procedures.
- Followed strict infection control protocols to maintain a safe and hygienic environment.

Declaration

I hereby declare that the information provided above is true and correct to the best of my knowledge and belief.

Languages

English | Arabic | Hindi | Malayalam