

# Shiba Shankar Sahu

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## Profile Summary

Master of Healthcare Administration (MHA) graduate with a Bachelor's in Pharmacy, specializing in healthcare management, quality control, and human resources. Proficient in organizational behavior, infection control, and quality management. Experienced in medical records auditing per NABH guidelines, patient safety, and sustainable healthcare engineering. Strong analytical, problem-solving, and leadership skills with a focus on optimizing hospital operations and enhancing service quality.

## Education

- **Master of Healthcare Administration (MHA)** – SOA University – 2025
- **Bachelor of Pharmacy (B. Pharm)** – SOA University – 2023
- **Higher Secondary (12th)** – Talent's College – 2019

## Certifications

- Quality Management
- Healthcare Management
- Infection Control in Healthcare

## Professional Development

- CAHO East Zone Conclave 2024 – Patient Safety and Quality Healthcare
- HEALCON 2024 – Sustainable Healthcare Engineering

## Skills

**Healthcare Administration:** Patient safety & infection control, healthcare solutions, Medical records audit (NABH)

**Quality Management:** Quality improvement & risk management, Hospital accreditation compliance

**Human Resource Management:** Organizational development

**Soft Skills:** Effective communication, Leadership & teamwork

**Technical Skills:** MS Office (Excel, Word, PowerPoint), Data analysis & report generation

## Project Experience

### **In Pharmacy:** Formulation and Evaluation of *Murraya Koenigii*-based Gel for Hair and Skin

- Conducted formulation research and evaluation of a *Murraya Koenigii*-based gel for applications in hair and skincare.

### **In MHA:** Medical Records Audit According to NABH Guidelines

- Performed a comprehensive medical records audit to ensure compliance with NABH standards.
- Focused on accuracy, completeness, and regulatory compliance to enhance healthcare documentation quality.

## Internship Experience

### **In Pharmacy:**

- Gained hands-on experience in pharmaceutical production and process optimization. (Pharma Deep Remedies, Hyderabad)
- Trained in analytical instruments and laboratory testing procedures. (Synpharma Research Lab, Hyderabad)

### **In MHA:**

- **Summer Internship:** (Utkal Hospital, BBSR)
  - Conducted medical records audits per NABH guidelines.
  - Assisted in quality improvement and infection control initiatives.
  - Supported hospital accreditation processes and analysed patient feedback for service enhancements.
- **Dissertation Internship:** (Utkal Hospital, BBSR)
  - Analysed patient flow and optimized bed allocation.
  - Assisted in patient rounds to improve inpatient department (IPD) efficiency.
  - Managed emergency patient transfers, bill card updates, and discharge processes.
  - Collected and analysed patient feedback to enhance service quality.
  - Streamlined shifting processes and optimized hospital operations.