



DEPARTMENT OF HEALTH SERVICES NAKURU COUNTY



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MEDICAL SUPERINTENDENT,
NAIVASHA COUNTY REFERRAL HOSPITAL
P. O. BOX 141-20117
NAIVASHA
29th July 2024

TO WHOM IT MAY CONCERN

REF: SAMUEL MUCHAI MACHARIA

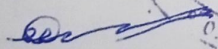
This is to confirm that the above named person has been working in the health records department from **27th May 2024 to 29th July 2024.**

Listed below are the duties he has been conducting

- Patients registration and admission procedures
- Coding and indexing of diseases according to international classification of Diseases (11 ICD Revision)
- Inpatients morbidity and mortality statistics
- Patient admission and Discharges procedures
- Clinic preparation and scheduling of appointments
- Filing ,retrieval and tracing of patients notes
- Reception procedures
- Registration of birth notifications and issuing of burial permits
- Compilation of monthly reports and uploading them to Kenya health information system (KHIS)

During the time I have worked with him, he has portrayed commitment, hard work,determination, dedication and obedience.He also relates well with colleagues and clients.He has the potential to work professionally in any institution.

YOURS SINCERELY


Benson K. Wahome
Health Records Officer In-charge
Naivasha Sub County Referral Hospital

