

CURRICULUM VITAE

Name: **YAW BOAKYE NKETIAH**
Institutional Address: Health of Information Department
College of Health, Yamfo
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BIODATA:

Nationality: Ghanaian
Date of Birth: 18th February, 1982
Marital Status: Married
Grade: Senior Health Tutor

TERTIARY EDUCATION

Aug., 2017-Feb, 2021 MSc. Health Informatics,
Kwame Nkrumah University of Science and Technology

Selected Courses: Strategic Medical Informatics, Healthcare Knowledge Management, Health Technologies and Telecare, Community Based Health Information, Medical Digital Imaging, Healthcare Information and Evidenced-Based Practice, Professional Practice and Research Methods, Epidemiological Methods in Health Informatics, Clinical Decision Support Systems, Database Management System.

Aug., 2012- June, 2015 BSc. Computer Science
Garden City University College, Ghana

Selected Courses: Statistics, Numerical Analysis, Algebra, Principles of Accounting, System Analysis and Design, Programming with: (Visual Basic (VB), Java, C++), System Graphics and Design, Database Management Systems, Network Administration, Data Structure and Algorithm, Web Development and Technology, Data Communication and Computer Networks, Artificial Intelligence, Information System, Computer Project Management, Critical Thinking, Discrete Maths etc.

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Aug., 2007- June, 2009 School of Dispensing Optics (Certificate)

(Optical Technician Training Institute)

Oyoko – Ashanti, Ghana

Some Elective Courses: Ophthalmic Optics, Dispensing Optics, Geometric Optics, Material Science, Ophthalmic Instrumentation and Quality Assurance.

AREAS OF SPECIALIZATION

- Health Informatics
- Data/Information Management
- Information Technology
- Data Analysis
- Optical Dispensing

OBJECTIVES

- A detail oriented and hardworking professional with remarkable analytical, logical skills and expert in performing complex operations.
- Proficient in maintaining the computer system and existing software.
- Efficient in working at fast pace environment and excellent organizational and interpersonal relationship.
- Excellent data analysis reporting skills using statistical methods and software.

WORK EXPERIENCE

Nov., 2016 – Date: Tutor, Health Information Department,

College of Health, Yamfo - Sunyani, Ghana

Achievements:

- Tutored 1000+ students in various causes assigned per semester.
- Supervised about 33 student's project work in some areas such as a five year trend analysis of malaria prevalence, assessing information literacy skills among health trainees, impact of electronic health records utilization on privacy, confidentiality, and security of patient data, factors influencing self-medication among students, the level of computer literacy and its effects on efficiency among health workers, assessment of data management system among health training institution, etc.
- Graded 1000+ assignments with <0.5% adjustment after double marking.
- Averaged 4.96 / 5.00 on teaching evaluation questionnaires.
- Assess and evaluate students' performance through class assignments, quizzes, mid-semester examination and end of year examination.

CURRICULUM VITAE

- Participate in clinical supervision of students on clinical attachment.
- Advised 100+ students on research, courses, and extracurricular opportunities.

Sept, 2011- Oct., 2016 Tutor, School of Dispensing Optics, Oyoko, Ghana

Achievements:

- Teaching assigned courses for the semester.
- Setting examination questions, invigilated, marked and graded students.

Sept., 2009- Aug, 2011 Optical Technician, Crystal Eye Clinic, Accra, Ghana

Achievements:

- Assisted in eye refraction.
- Fixed and dispensed spectacle and other visual aid instruments.
- Maintained and troubleshoot optical instruments.

COURSES TAUGHT ALONE (TILL DATE)

COH 111: Computer Studies

BHI 111: Computer Studies & Applications Software

BHI 132: Health Information Technology

BHI 201: Informatics and Health Information Management

BHI 322: Data Communications and Networks in Healthcare

DAH322 Health Management Information Systems

COURSES TAUGHT WITH OTHER TUTOR

CMH 124: Information Literacy Skills

SUPERVISION

Students on field Internship/Practicum

Student's research work

ADMINISTRATIVE AND LEADERSHIP ROLES

Oct., 2020- Date Head of Programme,
Health Information Management, College of Health, Yamfo,
Ghana

Oct., 2020- Date Admission Officer,
College of Health, Yamfo, Ghana

Nov., 2016- Date Registration Officer,
College of Health, Yamfo, Ghana

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Jan., 2018 - Date	Ag. Head of IT Unit, College of Health, Yamfo, Ghana
Oct., 2020- Date	Member, Academic Board College of Health, Yamfo, Ghana
Oct., 2020- Date	Member, Management Committee College of Health, Yamfo, Ghana
Oct., 2020- Date	Member, Curriculum Development and Review Committee College of Health, Yamfo, Ghana
Nov., 2018- Date	Member, Library Committee College of Health, Yamfo, Ghana
Sept., 2021-Date	Member, Entity Tender Committee College of Health, Yamfo, Ghana
Jan., 2018 - 2020	Ag. Head of Head of Programme, Health Information Management College of Health, Yamfo, Ghana
Nov., 2018- 2020	Member, Quality Assurance Committee College of Health, Yamfo, Ghana
Nov., 2018- 2020	Member, Chaplaincy Committee College of Health, Yamfo, Ghana

PROFESSIONAL EXPERIENCE

- Promote teaching, research and community services within the College request, at the end of every academic year, report from department on their activities.
- Ensure the department of Health Information Management achieve the highest possible standard of excellence in all activities.
- Make regulations for the discipline of students of the College and take steps as it deems proper for controlling organizations, association, unions and groups of the students' body.
- Develop strategies and ensure attainment of Students' academic requirement and progression.
- Act as a liaison between students, Tutors in the department and Management.
- Formulate and carry out academic policies of the College and regulate examinations.

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- Serve as an advisory body to the Principal and provide oversight and coordination of the development and implementation and strategic initiatives as well as other efforts and projects designed to advance the goals of the College.
- Prepare and submit annual budget from the department of Health Information Management and Library to the Finance committee.
- Evaluate, determine and review curriculum to meet current evidence based practices.
- Managed firewall, network and server monitoring both on- and off-site.
- Diagnosed and trouble-shoot Windows processing problems and applied solutions to increase computer efficiency.
- Assist in review of admission processes, validation, procedures and policies in the College.

SKILLS

- Teaching and research supervision
- Data Management
- Leadership and Management
- Monitoring and Evaluation
- Policy development and Advocacy
- Project Management
- Excellent analytic skills
- Website and portal monitoring
- Remote access technology
- Data privacy applications
- Excellent communication skills
- Database design
- MS Office (Word, Excel, PowerPoint, Outlook)

RESEARCH EXPERIENCE

Thesis: Feb. 2021

- Effects of Digital Eye Strain on Eye Sight and Vision of Health Trainees.
A Case Study at College of Health, Yamfo

Project work: May, 2015

- Human Resource with Biometric Attendance Management System

Published:

Sexual Risk Behaviours and STI Risk Perception among Senior High School Students in the Sunyani Municipality Of Ghana.

DOI Url: <http://doi.org/10.53075/Ijmsirq87965439050>

Risky Sexual Behaviour and STI Knowledge among Senior High School Students in the Sunyani Municipality, Ghana.

DOI Url: <http://doi.org/10.53075/Ijmsirq6547586021>

Knowledge, attitude, utilization and barriers to emergency contraception among reproductive age women between 15 and 24 years in Ghana's poor and low-resource settings: the case of East-Gonja Municipality.

DOI Url: <http://dx.doi.org/10.53075/ijmsirq/68743045656>

To be published:

WORKSHOPS

Attended:

April, 2022: Training workshop on MOH/HTI admission portal.

April, 2021: Training Workshop on Data Analysis with R.

August, 2020: Training Workshop on Research capacity building.

May, 2019: Training Workshop on Mendeley.

March, 2019: Time and Productivity Management

July, 2018: Occupation Health and Safety Management.

February, 2018: Occupation Health and Safety Management.

February, 2017: Enhancing the Professional Development of Higher Education
Teaching Staff.

CURRICULUM VITAE

COMMUNITY SERVICE AND OTHER RELEVANT ACTIVITIES

1. Lot Quality Assurance Survey (LQAS) & Independent Monitoring (IM) of the IPV Exercise at Wa-West - IM supervisor.
2. Lot Quality Assurance Survey (LQAS) & Independent Monitoring (IM) of the first round of mOPV2 vaccination exercise, Nkoranza South - IM supervisor.
3. Community eye screening exercise (Emmanuel Methodist Church, Yamfo)

SHORT COURSES

Feb - April, 2021	Monitoring and Evaluation in Global Health University of Washington – Department of Global Health
Sept - Dec., 2020	Policy development and Advocacy for Global Health University of Washington – Department of Global Health
Sept - Dec., 2020	Fundamental of Implementation of Science in Global Health University of Washington – Department of Global Health
Jul - Sept., 2020	Economic Evaluation in Global Health University of Washington – Department of Global Health
Mar - June, 2020	Fundamental of Global Health in Research University of Washington – Department of Global Health
Feb - April, 2020	Introduction to Epidemiology in Global Health University of Washington – Department of Global Health
Feb - April, 2020	Project Management in Global Health University of Washington – Department of Global Health
Sept - Dec., 2019	Leadership Management in Global Health University of Washington – Department of Global Health
Aug 2005 - Jul 2006	Database Designer and Administrator National Institute of Information Technology (NIIT), Kumasi – Ghana.

PROFESSIONAL BODIES AND ASSOCIATIONS

- Allied health and Professionals Council, Ghana
- Health Tutors Association of Ghana.
- Optician Association of Ghana

REFEREES:

1. Mohammed Mohammed Ibrahim (MD, Ph.D.)

Director

College of Health, Yamfo – Sunyani

Ghana.

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2. Mr. James Dumba

The Registrar

College of Health, Yamfo – Sunyani

Ghana.

Tel: +233248066286 / +233502361620

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3. Daniel Atta-Nyarko

Deputy Director

Allied Health Professions Council

Accra

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