

## RESUME

### **Dr Yong Rafidah Abdul Rahman**

*MBBS (Malaya), MAFP (M'sia)  
FRACGP (Australia), FAFP (M'sia)  
Fellow of Higher Education Academy (UK)  
PG Diploma Reproductive Medicine (UPM)  
PG Diploma Medical Education (Dundee)  
ISO 9001 QMS Lead Auditor*

May 2018



### **Dr Yong Rafidah bt Abdul Rahman**

Current position:  
**Professor (Family Medicine)**  
**and**  
**Deputy Vice Chancellor (Student Experience & Learning Support)**  
**Asia Metropolitan University**

**Professor Dr Hjh Yong Rafidah Abdul Rahman**, *MBBS(Malaya), FAFP(M'sia), FRACGP(Australia), FHEA(UK), PG Dip. Reproductive Medicine(UPM), PG Dip.Med. Education(Dundee)*; is a family medicine specialist, medical teacher and medical educationist with passion in quality assurance in higher education.

She worked in active clinical medicine for fourteen years before embarking on academic career and has served three universities, before joining the Asia Metropolitan University in March 2017, as the Deputy Vice Chancellor (Academic). She was re-designated as the Deputy Vice Chancellor for Student Experience and Learning Support from April 2018.

Having been in various leadership positions in academic and various training programs, she has extensive experience in curriculum development, academic management, quality assurance in higher education as well as student development.

Her past administrative appointments include being the Director, Quality Management and Enhancement Centre of Cyberjaya University College of Medical Sciences (CUCMS), where she has overseen the quality management system of the university (including ISO 9001 certification), university enhancement initiatives, accreditation of academic programs and related training for university staff. Prior to this appointment, she was the Deputy Dean (Academic / Clinical) for the Faculty of Medicine, CUCMS.

Apart from being a qualified ISO 9001 Quality Management System Lead Auditor; she is also an assessor for accreditation of Malaysian medical programs. Dr Yong Rafidah has been appointed as advisor as well as assisted over 40 medical and other academic programs.

She has numerous research achievements, publications, conference and other academic presentations to her credit. In recognition of her academic management and leadership abilities, her current other appointments at national level include:

- President, Malaysian Association of Education in the Medical and Health Sciences (MAEMHS)
- Member, Medical Education Committee, Malaysian Medical Council (MMC)
- Course Director, Certificate in Teaching in Family Medicine, Academy of Family Physicians Malaysia (AFPM)
- Deputy Chair, PUSPANITA JPS Malaysia

## CONTENTS

<i>Section</i>	<i>Topic</i>	<i>Page</i>
A	<a href="#"><u>Personal Details</u></a>	4
B	<a href="#"><u>Professional Qualifications / Awards</u></a>	5
C	<a href="#"><u>Current Positions</u></a>	7
D	<a href="#"><u>Statements of Appreciation</u></a>	8
E	<a href="#"><u>Previous Work Experiences And Achievements</u></a>	10
F	<a href="#"><u>Teaching and Academic Experiences</u></a>	13
G	<a href="#"><u>Research, Publications, Scientific Presentations and Other Creative Work</u></a>	17
H	<a href="#"><u>Academic Management and Leadership</u></a>	32
I	<a href="#"><u>Consultancy, Professional &amp; Community Activities</u></a>	48
J	<a href="#"><u>Participation / Attendance at Continuous Professional Development (CPD) sessions</u></a>	57
Appendices	<a href="#"><u>Appendix 1:</u></a> Units of Study Undertaken for Post-graduate Certificate and Post-graduate Diploma in Medical Education, University of Dundee, UK	62

<b>Section A</b>	<b>PERSONAL DETAILS</b>
------------------	-------------------------

Full name (as in Identity Card)	<b>CHE YONG RAFIDAH BT ABDUL RAHMAN</b>
Office address	Office of Deputy Vice Chancellor (Student Experience & Learning Support, SELS) Asia Metropolitan University G8, Jalan Kemacahaya 11, Taman Kemacahaya, Batu 9, 43200 Cheras, Selangor Darul Ehsan, Malaysia
Emails	<b>yongrafidah@amu.edu.my</b> yongrafidah@gmail.com
Malaysian Medical Council full registration number	<b>27797 (12 Sept 1989)</b>
Latest Annual Practicing Certificate Number	<b>31165 / 2017</b>
National Specialist Register (as Specialist in Family Medicine) number	<b>125450</b>

<b>Section B</b>	<b>PROFESSIONAL QUALIFICATIONS / AWARDS</b>
------------------	---

<i>Degree/Diploma awarded</i>	<i>Institution</i>	<i>Year</i>
<b>Bachelor of Medicine &amp; Bachelor of Surgery (M.B.B.S.)</b>	<b>University Malaya, Kuala Lumpur.</b> <i>(Undergraduate studies funded by full scholarship award from the Government of Malaysia)</i>	<b>1988</b>
<b>Post Graduate Diploma in Reproductive Medicine (Pg Dip Rep Med)</b>	<b>University Putra Malaysia, Serdang.</b>	<b>1999</b>
<b>Membership of AFPM (MAFPM)</b>	<b>Academy of Family Physicians Malaysia (AFPM)</b> <i>(Successfully passed on single attempt – top three candidate)</i>	<b>1999</b>
<b>Fellowship of RACGP (FRACGP)</b>	<b>Royal Australian College of General Practitioners</b>	<b>Passed: 1999</b> <b>Admitted as Fellow: 2002 (27<sup>th</sup> June)</b>
<b>Post-graduate Certificate in Medical Education (Pg Cert Med Ed)</b>	<b>University of Dundee, United Kingdom</b> <i>(refer Appendix 1 for units completed)</i>	<b>30 May 2007</b>
<b>Post-graduate Diploma in Medical Education (Pg Dip Med Ed)</b>	<b>University of Dundee, United Kingdom</b> <i>(refer Appendix 1 for units completed)</i>	<b>July 2012</b>

## Other Certifications / Recognition / Awards

<i>Certifications awarded</i>	<i>Institution</i>	<i>Year</i>
<b>ISO 9001 QMS Lead Auditor</b>	The Systems 3 Group Pty Ltd [Exemplar Global (RABQSA) Certified Training Provider]	2015
<b>ISO 9001:2008 QMS Lead Assessor</b>	SIRIM Training, Malaysia	2015
<b>Fellow of Higher Education Academy, United Kingdom</b>	Higher Education Academy, United Kingdom	May 2012
<b>Certificate In Training The Trainer</b> <i>(Cert no TTT/5034)</i>	Pembangunan Sumber Manusia Berhad / CDER Corporate Consulting Sdn Bhd	11-15 July 2011
<b>Certificate in Essential Skills in Medical Education</b>	Association for Medical Association in Europe (AMEE)	January - November 2008
<b>Fellowship of AFPM (FAFPM)</b>	Academy of Family Physicians of Malaysia (AFPM) <i>(Awarded for distinction and outstanding contributions in Family Medicine)</i>	2005 (16 <sup>th</sup> April)
<b>L22 Leadership Development Program of IMU</b>	International Medical University	March 2004 – June 2004
<b>Certified Trainer: Breastfeeding Counseling : A Training Course</b>	World Health Organization / UNICEF	1994 April

**CURRENT FULL-TIME POSITION:**

March 2017 – current:

**Professor (Family Medicine)**

and

**Deputy Vice Chancellor**, Asia Metropolitan University

- **Deputy Vice Chancellor (Student Experience & Learning Support)**, AMU (April 2018 – current)
- **Deputy Vice Chancellor (Academic)**, AMU (Mac 2017-Mac 2018)

**OTHER CURRENT PROFESSIONAL APPOINTMENTS AND AFFILIATIONS:**

2017- current:

**President**, Malaysian Association of Education in the Medical and Health Sciences (MAEMHS)

2017- current:

**Member**, Medical Education Committee, Malaysian Medical Council

2017- current:

**Deputy Chair**, PUSPANITA JPS Malaysia

2008 - current

**Course Director** - Certificate Course in Teaching in Family Medicine  
Academy of Family Physicians of Malaysia

2005- current:

**Examiner** – Conjoint MAFP/ FRACGP Examination, Academy of Family Physicians of Malaysia (AFPM) / Royal Australian College of General Practitioners

<b>Section D</b>	<b>STATEMENTS OF APPRECIATION</b>
------------------	-----------------------------------

	Quotes	From
1	“It seems the “Days of Miracle” are not over yet. You have done a tremendous job. Yes, in record time! My appreciation to you...”	Prof Dato’ Dr Md Tahir Md Azhar, Deputy Rector (Academic & Planning), International Islamic University Malaysia.
1	“.....the Management of Cyberjaya University College of Medical Sciences (CUCMS) would like to extend and record its honest appreciation of your tremendous efforts during your tenure as the Deputy Dean (Academic) in the Faculty of Medicine. It is acknowledged that the Faculty has developed immensely under your administration.....”	Lt Gen Dato’ Seri Prof Dr Sulaiman Abdullah, President / CEO, CUCMS. 5 <sup>th</sup> March 2013
2	“.....I thank CUCMS for inviting me as an external examiner and would like to congratulate the academic staffs of the university under the leadership of your good self and AP Dr Yong Rafidah Abd Rahman for having conducted a good quality examination and having successfully trained another group of doctors for the country. All in all, the Second Professional written examination has been well conducted. The assessment, though rigorous has been fair. The student performance has been satisfactory and the results commendable. The standard has been at par with our other well-established Malaysian medical schools.....”	Professor Dr Hamidon Basri Faculty of Medicine and Health Sciences UPM Serdang 11th January 2012
3	“.....I take this opportunity to thank you for your pioneering contributions and excellent performance that enable CUCMS to achieve the success and reputation it is today.....”	Dato’ Prof Dr Abu Abdullah, President, CUCMS. 1 <sup>st</sup> January 2010
4	“..... I am truly rewarded. I read the portfolio with much admiration. Without doubt this is perhaps the best portfolio I have received so far. You have applied the principles learned during ESME course to a real life situation. Your reflection is superb -- honest, to the point with future plan. The structure of the write up is admirable .....Congratulations for a job well-done. ....”	Dr Zubair Amin Assistant Dean (Curriculum and Assessment), Yong Loo Lin School of Medicine National University of Singapore 2008
5	“..... this assignment provide frank account of the difficulties encountered when a trainee exhibits signs of being in difficulty. It is clearly laid out, logically presented, with clear sequencing..... This work is of a high standard, demonstrates analysis and reflection and fully meets the criteria for this assignment....”	Dr Peta Dunkley, Tutor, Unit on Doctors in Difficulty, Diploma in Medical Education Course, University of Dundee April 2009
6	“..... Congratulations on an excellent assignment – well structured, comprehensive in scope and a well-crafted balance of theory and practice....The SWOT analysis was excellent, pragmatic but also highly constructive. Good awareness of assessment principles and the challenges of a demanding WBA program...well done, excellent work....”	Dr Gordon Watson, Tutor, Unit on Work-based Assessment, Diploma in Medical Education Course, University of Dundee May 2009
7	“.....Dear Dr Yong, thank you for all the effort taken to run the Certificate in Teaching in Family Medicine (CCTFM) course. Believe me, I found it profoundly exhilarating and extremely useful for teaching any medical programme. I wish to record my appreciation to you and your team. ....”	Dr Chandran Rajagopal, Academic Chairman, Academy of Family Physicians of Malaysia 2009
8	“..... you are a real gem. Keep it up ....”	Dato’ Dr DM Thuraiappah Chairman of Council, Academy of Family Physicians of Malaysia July, 2009



9	“..... I graduated a few months ago and would like to take this opportunity to thank you for all that you have taught and shared during my time at IMU. Your kindness and cheerfulness will always be remembered....”	Dr Ericson Chia Ex-MU Student C1/05/M2/02 2008
10	“..... Dr Rafidah, you are a wonderful teacher. I think it is a great loss to the clinical school....”	Dr Nilesh Kumar Mitra IMU 7 September 2006
11	“...Thank you so much for participating in Yong’s farewell party. Judging from the turnout, the event was successful and represents the sentiment that we hold for Yong. She has been such an integral part of Clinical School Seremban and has shown and cultivated a lot of friendship all round – with both academic and corporate staff. Hence practically the whole school was there....”	Assoc Prof Dr Kwa Siew Kim Head, Family Medicine Department, International Medical University. 12 September 2006

<b>Section E</b>	<b>PREVIOUS WORK EXPERIENCES AND ACHIEVEMENTS</b>
------------------	---

<i>Date</i>	<i>Organization / Position</i>	<i>Scope of work /Significant Experience/ Achievements</i>
September 2016 – current*	<p><b>Associate Professor</b> (Family Medicine)</p> <p>Cyberjaya University College of Medical Sciences</p> <p>*Note: On secondment to Asia Metropolitan University as Deputy Vice Chancellor, from 15 March 2017</p>	<ul style="list-style-type: none"> <li>• <b>Contributed extensively and significantly in development of MBBS Program of the Faculty of Medicine – leading to full accreditation and growth of the program</b></li> <li>• <b>As the first Director of Quality Management and Enhancement Centre of CUCMS, strengthened the Center; and lead University’s initiative in achievement of ISO 9001 certification, revision of CUCMS Strategic Plan as well as laid strong foundations towards achievement of SETARA Tier 5 for CUCMS</b></li> <li>• <b>Administrative appointments include:</b> <ul style="list-style-type: none"> <li>➤ 1<sup>st</sup> July 2013 – March 2017: <ul style="list-style-type: none"> <li>○ <b>Director, Quality Management and Enhancement Centre, CUCMS</b></li> </ul> </li> <li>➤ 1<sup>st</sup> May 2012 – March 2017: <ul style="list-style-type: none"> <li>○ <b>Member, CUCMS Senate</b></li> </ul> </li> <li>➤ 1<sup>st</sup> January 2011 – February 2013 <ul style="list-style-type: none"> <li>○ <b>Deputy Dean (Academic)</b> Faculty of Medicine, CUCMS <i>(including as <b>Acting Dean, Faculty of Medicine</b> 20 April 2011 – 30 June 2011 - 2.5 months)</i></li> </ul> </li> <li>➤ September 2006 – December 2010: <ul style="list-style-type: none"> <li>○ <b>Acting Head, Division of Medical Education and Quality Assurance, Faculty of Medicine (1<sup>st</sup> July 2012 – Jun 2013)</b></li> <li>○ <b>Deputy Dean (Clinical Sciences) - July 2009 – December 2010</b></li> <li>○ <b>Head of Family Medicine</b> and</li> <li>○ <b>Head of Medical Education Unit, Faculty of Medicine, CUCMS</b></li> </ul> </li> </ul> </li> </ul>
From <b>September 2002</b> to <b>September 2006</b>	<p><b>Lecturer &amp; Senior Lecturer,</b> Department of Family Medicine, International Medical University, Clinical School, Seremban</p>	<p>Contributed extensively as a medical teacher, administrator of teaching programs, clinician, medical writer and in other organizational activities. Details are described under <b>sections F, G, H and I.</b></p> <p>Promoted to Senior Lecturer in 2006.</p>

<p><b>April 2002</b> – <b>December 2006</b> (Part-time: average of one 4-hour session every 2 weeks – on private practice days)</p>	<p><b>Adjunct Lecturer,</b>  Family Medicine Unit, Department of Community Health Faculty of Medicine and Health Sciences, <b>University Putra Malaysia.</b></p>	<p>Responsibilities &amp; experiences:</p> <ul style="list-style-type: none"> <li>• Clinical preceptor for GP Module in Klinik Kesihatan Kelana Jaya ( Government Primary Health Clinic)</li> <li>• Facilitator for Communication Skills in General Practice Workshop</li> <li>• Supervisor Community Follow-up Project</li> <li>• Facilitator-Small Group Presentations &amp; clinical audit projects by student</li> </ul>
<p>From <b>Mar. 1994</b> to <b>Aug 2002</b></p>	<p><b>Hospital PUSRAWI Sdn Bhd</b> ( formerly known as Pusat Rawatan Islam Sdn Bhd) (<i>a private hospital in Kuala Lumpur</i>) –</p> <p><b>Medical Officer / Family Physician</b></p>	<p><b>Out-patient Department (OPD), Accident &amp; Emergency Unit, Felda – branch (GP) Clinic, and O&amp;G Clinic.</b> Scope of service and experience included common ambulatory care/ family medicine problems &amp; issues, lactation management, emergency care, chronic disease management, primary care obstetrics/gynaecology (including O&amp;G ultrasonography), periodic health examination, well-child clinic, travelers’ health and general counseling.</p> <p>Undertook 4 years of Continuous Professional Development programs (mostly by distance and practice-based learning) including : ‘Vocational Training Program in Family Medicine (2 years), Course for Post-graduate Diploma in Reproductive Health (1 year) and Certificate Courses in Dermatology, Menopause and Asthma (1 year). Passed membership exams with flying colours and awarded the MAFP and FRACGP from The Royal Australian College of General Practitioners.</p> <p>Apart from daily clinical work, also involved in numerous leadership and management positions including being appointed Head of PRI Felda Branch Clinic (1995-96) and later as Head of OPD Medical Officer (2002). Was responsible for supervision of the clinics. Contributed to development and introduction/improvement of new services/facilities, community programs, organized numerous health education activities and lactation/CPD courses for medical personnel.</p> <p>Other achievements include having pioneered and introduced ‘<b>induced lactation</b>’ services <u>to the hospital and this country</u> as well as contribution as teaching faculty in numerous lactation courses.</p>

<p>From <b>July 1992</b> to <b>Feb. 1994</b></p>	<p><b>Jabatan Kesihatan, Dewan Bandaraya Kuala Lumpur.</b> <i>(Department of Health, KL City Hall)-</i></p> <p><b>Medical &amp; Health Officer</b></p>	<p><b>Health Education Unit</b> - Administrative &amp; supervisory responsibilities towards other 10 members of staff. Responsible for planning and implementation of health education activities for various groups of the public in Kuala Lumpur. Experience include in dealing various methods of health education &amp; dissemination of information and dealing with the mass media.</p> <p>Selected for training in lactation management and later appointed as Trainer of Kuala Lumpur Baby-Friendly Hospital Initiative (BFHI) Course &amp; BFHI Committee of Wilayah Persekutuan Kuala Lumpur.</p> <p><b>Maternal &amp; Child Health Clinic, Staff Out-patient Clinic,</b> - mainly clinical general practice/family medicine &amp; MCH work. Valuable experience in health-care for urban communities, occupational and environmental medicine, vector control and other public health concerns.</p>
<p>From <b>Oct. 1989</b> to <b>June 1992</b></p>	<p><b>Pusat Kesihatan Besar Benut, Pontian, Johor.</b> <i>(District Health Centre)-</i></p> <p><b>Medical &amp; Health Officer</b></p>	<p><b>Maternal &amp; Child Health Clinic, Out-patient Clinic, School Health, Public Health -</b></p> <p>Work involved providing services in ambulatory clinical primary care including in Maternal &amp; Child Health Services, within a rural setting. With a lot of traveling involved, plus providing services in many underprivileged areas, this has trained me into a well-rounded and very adaptable doctor.</p> <p>As a local leader, was involved in numerous community activities as well as other public health, preventive and health education services/activities.</p> <p>Held administrative and leadership responsibilities for over 30 staff members in 2 main health clinics and 5 'klinik desa' (village clinics)</p>
<p>From <b>Aug. 1988</b> to <b>Sept. 1989</b></p>	<p><b>Hospital Daerah, Muar, Johor.</b> <i>(District Hospital) –</i> <b>House Officer</b></p>	<p><b>Medicine, Pediatrics, O&amp;G, Surgery</b></p> <p>Completed training without difficulties. Being in a semi-rural District Hospital, gained the competency of providing best healthcare in an underprivileged setting. Good experience and exposures to medical problems in rural communities.</p>

**SUMMARY OF TEACHING EXPERIENCES AND SKILLS:**

*(From 1992 – current)*

- **General medical education**
  - **Extensive experience** in teaching of :
    - postgraduate (family medicine an medical education) – over 20 years
    - undergraduate medical education (general & family medicine) – over 15 years
    - training of teachers in healthcare professions – over 10 years
    - continuing medical education/professional education for doctors, paramedics and students – over 20 years
  - Trained in with innovative medical education curriculum/issues (*e.g. student-centered learning, outcome-based education, distance learning, problem-based learning, early clinical experience, study skills, student support, study guides, research in medical education etc*)
- **Assessment of students**
  - Extensive experience with various techniques and organization of formative and summative assessments (*including multiple choice/best answer questions; written examinations; various methods of clinical examinations – e.g. OSCE, work-based assessments; assessment of professionalism, portfolio & logbook assessments, self-assessment; peer-assessment; etc.*)
- **Clinical teaching**
  - Excellent teaching skills in clinical setting especially clinical preceptor-ship in ambulatory clinical settings.
  - Considerable teaching experience in secondary care (hospital) settings
- **Large group teaching (lectures):**
  - Extensive experience and excellent skills in delivering interactive lectures and other large class activities
  - Delivered numerous lectures for undergraduate and postgraduate education
  - Excellent knowledge and skills in audio-visual aids utilization
- **Small group teaching / skills training:**
  - Excellent skills and experience in various methodologies of effective small group teachings – particularly in conducting tutorials, problem-based learning, role-play sessions, clinical skills training (communication, history taking and physical examination) and workshop/ brainstorming sessions.
  - Experienced in usage of movie & video in communication skills training
  - Trained in giving feedback on students' performance
- **One-to-one teaching & student support**
  - Excellent supervisory & personal mentorship skills

## **ACADEMIC ACTIVITIES IN CUCMS (from 2006 – current)**

### **Undergraduate Education in Cyberjaya University College of Medical Sciences**

- Clinical teacher of **Year 4, Family Medicine Course / Posting** (from 2009 – current)
  - 4 cycles per academic year (8 weeks each cycle; total of 32 weeks)
  - Clinical teaching sessions in Bangi, Puchong and other Health Clinics (Governments clinics)
  - Lecturer and facilitator of numerous lectures & small-group sessions during Family Medicine Posting:
    - Consultation Skills in Family Medicine (total 8 hours during each cycle)
    - Task-based Learning sessions
    - Other sessions
- Clinical teacher of Year 3, **Obstetrics and Gynaecology Posting** – primary care and secondary care components (from 2008 – current)
- **Assessments in Year 3, 4 and 5** of MBBS Program (2008 - current), as:
  - Curriculum / assessment design developer
  - Examiner (both written and clinical assessments – in formative & summative assessments)
  - Member of Vetting Committee / question developer and editor
- Facilitator of **Clinical Skills Training** (CST) Sessions for Years 1 & 2 of MBBS Program (2006 - current)
- Examiner of **Objective Structured Clinical Examinations (OSCEs)** (Year 1 and 2; 2006-current)
- Facilitator of **Clinical Correlation** (CC) sessions for Year 2 of MBBS Program (2007 - current)
- Facilitator of **Problem-based Learning** (PBL) sessions for Years 1 & 2 of MBBS Program (2006, 2007)
- Speaker/lecturer of numerous topics in medical communication, professionalism, Malaysian Primary Healthcare system etc. for MBBS & Pharmacy Programs (2006 - current)
- Facilitator for Student-centred Team-based Learning sessions in “Vulnerable Groups During Disaster” (Year 2, 2007-2008), Human Lactation (Year 2, 2007-current)

## **ACADEMIC ACTIVITIES IN IMU (2002-2006)**

### **Postgraduate Education:**

- Module developer for proposed Masters in Family Medicine (IMU)  
(Consultation & Communication Skills)
  - *Completed curriculum planning and distance-learning module write-up for the proposed Masters course*

### **Undergraduate Education in International Medical University**

- Regular Clinical teaching / preceptor-ship (in ambulatory primary care clinics) to semesters 6 and 8 students during Family Medicine Postings (average 2 mornings per week)
- Regular workshops / clinical skills unit session on Consultation and Communication Skills in Family Medicine (Themes: Patient-centered Communication, Patient education, Handling Difficult Patient, Review of Consultation Video-tape project) to the Year 3 & 4 of the Undergraduate Medical Curriculum, 2002 – current
- Regular facilitator of task-based learning / therapeutics sessions (Bronchial Asthma, Cough & Wheezing, Hyperlipidaemia, Preventive Care for semesters 6 and 8) – 2004 –current
- Regular instructor of Clinical Skills Unit sessions for Semesters 2 – 5 (Cardiovascular, Respiratory, Haematology, Endocrine systems) – 2004 – current
- Regular tutorial on Primary-Secondary Interface: Referral Process in Year 5 of the Undergraduate Medical Curriculum, 2002-2003.
- Regular Facilitator of Small Group Discussion – Women’s Health in Family Medicine – Semester 8 (year 4) undergraduate, 2003-2004
- Regular Facilitator of Small Group Discussion on ‘Violence in the Family’ – 2002- 2003
- Lectures on principles of family medicine and teaching sessions for Semester 2, 3 and 4 students during family medicine rotations
- Examiner of Semesters 3 (year 2), 5 (year 3), 7 (year 4) and 9 (year 5) of the medical course, (in end-of-posting, OSCE, OSPE, SAQ and MEQ examinations); from 2002-2006.

### **Research Supervision**

- Knowledge, practice & attitude on menstruation among primary care attendees -2005
- Knowledge of Diabetic-foot among Diabetic Patients - 2005
- Common Breast Problems Faced by Mothers during Breastfeeding, 2003-2004
- Attitude And Level Of Knowledge Of Breastfeeding Amongst Medical Students From Clinical School Of IMU – 2002-2003

### **Other Undergraduate Supervision & Support:**

- Supervisor- CFCS project 2005-2006(10 students) – with regular meeting sessions and report supervision
- Supervisor- CFCS project 2003-2004 (10 students) ) – with regular meeting sessions and report supervision
- Tutor (Mentor) to 16 students (Tutor-tutee system) with regular meeting and counseling (2002- current)
- Internal supervisor of tutees’ elective and selective postings

## **POSTGRADUATE ACADEMIC EXPERIENCES**

### **Postgraduate:**

- **Program Head, Course Coordinator & Lecturer :**  
Post-graduate Certificate in Teaching Methodology (PGCTM)  
Asia Metropolitan University  
2017- current
- **Examiner – Conjoint MAFP/ FRACGP Examination (Part II) –**  
(2005 - current)
  - *Quality Assurance Examiner since 2015*
  - *Examiner for OSCE stations – 2005-2014*
  - *Assisted in coordination of OSCE of the post-graduate exam.*
- **Mentor** of the Vocational Training Program (VTP) in Family Practice of the AFPM  
(1999 – 2010)  
*Regular adult-learning tutorial sessions for trainees of the VTP program /  
FRACGP/MAFP exam candidates. Guided and motivated trainees.*
- **Facilitator & trainer – Baby-friendly Hospital Initiative and Breastfeeding Counseling**  
Courses (1992 – 2005)  
**(Including Trainer of Selayang Hospital’s Lactation Management Course for  
Years 2005, 2006, 2007, 2008, 2009 – Breastfeeding Counselling)**  
*Regular lectures and small-group sessions (3 to 4 sessions per year) on various  
topics in human lactation.*



<b>Section G</b>	<b>RESEARCH, PUBLICATIONS, SCIENTIFIC PRESENTATIONS and OTHER CREATIVE WORK</b>
------------------	---

**MAJOR RESEARCH PROJECTS:**

<b>No</b>	<b>Description</b>
<b>1</b>	<p>Title: <b><i>Social skills and work values in medical education</i></b>  Grant: <b><i>Ministry of Higher Education</i></b>  Amount : <b><i>RM 100,000</i></b>  Duration: <b><i>3 years (2006-2009)</i></b>  Status of involvement: <b><i>Co-investigator</i></b>  Collaborators: <b><i>University Putra Malaysia and CUCMS</i></b>  Components/activities/achievement:</p> <ul style="list-style-type: none"> <li>▪ <i>“Medical Trainees Affective Domain System – A web-based system to identify medical trainees social skill, work ethics and work values” ; Copyright Act 1987; software and the write-up on the software and drawings relevant to the software</i></li> <li>▪ <i>Presentation of research findings in national workshop on 7<sup>th</sup> May 2009</i></li> <li>▪ <i>Workshop for stakeholders on: “Identifying Priority Areas in Ethics, Values and Social Skills in Malaysian Medical Education” on 10<sup>th</sup> December 2007</i></li> <li>▪ <i>Survey on state-of-the-art of the undergraduate medical education training programme pertaining to the affective domain in Malaysian medical training institutions</i></li> <li>▪ <i>Survey to gather data on first year students’ level of Social Skills, Work Values and Work Ethics from three selected Malaysia medical schools.</i></li> </ul>
<b>2</b>	<p>Title: <b><i>Empowering patients and primary care providers to improve chronic disease outcomes: The EMPOWER Participatory Action Research</i></b>  Grant: <b><i>ERGS 2011 &amp; MOHE.</i></b>  Amount : <b><i>RM 179,900.00</i></b>  Duration: <b><i>Two (2) years (2011 – 2015)</i></b>  Status of involvement: <b><i>Co-investigator</i></b>  Collaborators: <b><i>UiTM, Hospital Kuala Lumpur, Ministry of Health, University of Malaya, International Medical University, UPM, CUCMS &amp; others</i></b>  Components/activities/achievement:</p> <ul style="list-style-type: none"> <li>▪ <i>Development of Training Module for Health Workers on Chronic Disease Management (completed)</i></li> <li>▪ <i>Evaluation of effectiveness of training and its effect on health outcomes in care of chronic diseases</i></li> <li>▪ <i>2 journal publications (refer publication list)</i></li> </ul>

3	<p>Title: <b>Preparedness for housemanship: a self-evaluation by CUCMS Medical Graduates</b>  Grant: <b>CUCMS Research Grant Scheme</b>  Amount : <b>RM 20,000</b>  Duration: <b>2013-2015</b>  Status of involvement: <b>Principal investigator</b>  Collaborators:  Components/activities/achievement:  <b>Presentation and contributions for major curriculum review of the MBBS Program of CUCMS (refer presentation list, 2016)</b></p>
4	<p>Title: <b>Preparedness for housemanship: evaluation by hospital consultants</b>  Grant: <b>CUCMS Research Grant Scheme</b>  Amount : <b>RM 20,000</b>  Duration: <b>2013-2015</b>  Status of involvement: <b>Co-investigator</b>  Collaborators:  Components/activities/achievement: <b>Presentation and contributions for major curriculum review of the MBBS Program of CUCMS(refer presentation list, 2016)</b></p>
5	<p><b>Menstrual postponement among Hajj pilgrims</b></p> <ul style="list-style-type: none"> <li>- Completed 2004, <i>Principal investigator</i></li> <li>- Presented as poster presentation at the 18th WONCA (World Family Doctor) World Conference</li> </ul>
6	<p><b>“Lactational amenorrhea among mothers in Kuala Lumpur”</b> – research for successful completion of Post Graduate Diploma in Reproductive Medicine –</p> <ul style="list-style-type: none"> <li>- Completed 1995, <i>Principal Investigator</i></li> </ul>

## **BOOK PUBLICATION & EDITORSHIP:**

- **Member of Editorial and Review Committee:** Malaysian Medical Council; Guidelines for the Accreditation of Malaysian Undergraduate Medical Education Programmes; adopted 20 January 2015.
- **Book Editor (Joint Editorship):** Loh KY, Yong-rafidah AR, Kwa SK, Nurjahan MI (eds). *Practical Management of Women's Primary Health Care Problems in Malaysia*. International Medical University Malaysia, 2005 , ISBN 983-42425-1-4  
(*Successfully organized contribution from various authors, peer review and editing*)
- **Contributing author:** *MCQ in General Practice*. University Putra Malaysia, 2007, ISBN 983-3455-61-1  
(*Contribution of questions and evidence-based answers*)
- **Editorial Board Member - Asia Pacific Family Medicine Journal** (Jan 2001- 2010)  
(*Certificate of appreciation awarded on 30<sup>th</sup> May 2005, Kyoto Japan, for doing peer-review of 9 manuscripts Jan 2001- April 2005*)
- **Editor 'The Family Physician'** – Official journal of the Academy of Family Physicians of Malaysia–2001, 2003  
(*Successfully organized publication committee, organized peer-reviewing and published 3 issues of the Journal*)

## **PUBLICATIONS – Journals:**

1. Anis Safura Ramli, Sharmini Selvarajah, Maryam Hannah Daud, Jamaiyah Haniff, Suraya Abdul-Razak, Tg Mohd Ikhwan Tg-Abu-Bakar-Sidik, Mohamad Adam Bujang4, Boon How Chew, Thuhairah Rahman, Seng Fah Tong, Asrul Akmal Shafie, Verna K. M. Lee, Kien Keat Ng, Farnaza Ariffin, Hasidah Abdul-Hamid, Md Yasin Mazapuspavina, Nafiza Mat-Nasir, Chun W. Chan, **Abdul Rahman Yong-Rafidah**, Mastura Ismail, Sharmila Lakshmanan, Wilson H. H. Low and for the EMPOWER-PAR Investigators:  
**Effectiveness of the EMPOWER-PAR Intervention in Improving Clinical Outcomes of Type 2 Diabetes Mellitus in Primary Care: A Pragmatic Cluster Randomised Controlled Trial.**  
BMC Family Practice (2016) 17:157 DOI 10.1186/s12875-016-0557-1
2. Ramli AS, Lakshmanan S ,Haniff J, Selvarajah S, Tong SF, Bujang MA, Abdul-Razak S, ShafieAA, Lee VKM, Abdul-Rahman TH, Daud MH, NgKK, Ariffin F, Abdul-Hamid H, Mazapuspavina MY, Mat-Nasir N, Miskan M, Stanley-Ponniah JP, Ismail M, Chan CW, **Abdul-Rahman YR**, Chew BH, Low WHH:  
**Study protocol of EMPOWER Participatory Action Research (EMPOWER-PAR): a pragmatic cluster randomised controlled trial of multifaceted chronic disease management strategies to improve diabetes and hypertension outcomes in primary care.** *BMC Family Practice* 2014, **15**:151  
[<http://www.biomedcentral.com/1471-2296/15/151>]
3. Kwa SK, **Yong Rafidah AR.** *Teaching in the family practice clinics.* Malaysian Family Physician. 2008;3(2):101-103 <http://www.ejournal.afpm.org.my/>
4. **Yong-rafidah AR.** *Teaching doctor-patient communication in family medicine.* Malaysian Family Physician. 2007;2(3):120-2
5. **Yong-rafidah AR**, Hamdan MN. *Tips on being a new medical teacher.* Malaysian Family Physician. 2007;2(3):117-9
6. **Yong-rafidah AR**, Noor H, Mohamed AL, Yusof AA. *Oral Presentation on Student: Self-evaluation of Professionalism Initiatives at the Cyberjaya University College of Medical Sciences.* *leJSME* 2007: 1:A21-A29\_ <http://www.imu.edu.my/ejournal/issues.asp?Switch=Latest&status=Approved&offset=10> (International E-Journal of Science Medicine and Education)
7. **Yong Rafidah AR.** *Editorial: Family Physician and Medical Writing.* The Family Physician 2003;12(1) :1
8. **Yong Rafidah AR.** *Lactation Management in Family Practice.* Asia-Pacific Journal of Public Health. Special issue, 2002:23
9. **Yong-rafidah AR.** *Delaying Menstruation.* In: Loh KY, Yong-rafidah AR, Kwa SK, Nurjahan MI (eds). *Practical Management of Women's Primary Health Care Problems in Malaysia.* International Medical University Malaysia, 2005 : 101-103
10. **Yong-rafidah AR.** *Mother-child Separation During Breastfeeding.* In: Loh KY, Yong-rafidah AR, Kwa SK, Nurjahan MI (eds). *Practical Management of Women's Primary Health Care Problems in Malaysia.* International Medical University Malaysia, 2005 :

11. **Yong-rafidah AR.** *The Umrah Pilgrimage During Pregnancy.* In: Loh KY, Yong-rafidah AR, Kwa SK, Nurjahan MI (eds). *Practical Management of Women's Primary Health Care Problems in Malaysia.* International Medical University Malaysia, 2005 : 111-117
12. **Yong-rafidah AR.** *Menopause.* In: Loh KY, Yong-rafidah AR, Kwa SK, Nurjahan MI (eds). *Practical Management of Women's Primary Health Care Problems in Malaysia.* International Medical University Malaysia, 2005 : 137-141
13. **Yong Rafidah AR,** "*Travel Health Advisory for Pregnant Mothers and Young Children*", in Chen PCY (ed); *Handbook on Travel Medicine,* International Medical University, 2005. (Chapter contributor)
14. **Yong Rafidah AR .** *Women's Sexual and Reproductive Health Initiatives in Family Practice in Southeast Asia: Perspectives of Medical Organizations and Malaysian Experience* " in Espallardo NL (ed). *Women's Sexual and Reproductive Health - Equity, Access & Quality in Family Medical Practice .*The Family Medicine Research Group, Inc. 2004. (Chapter contributor)

**PUBLICATIONS – Teaching Material Development (Course Guidebooks, Logbooks) and other Monographs:**

**Program Handbooks / Course Guidebooks:**

1. **Student Handbook (MBBS Program)** – as member editorial team
  - a. *Academic Session 2007/2008*
  - b. *Academic Session 2008/2009*
  - c. *Academic Session 2009/2010*
2. **Semester 10 Guidebook**, Year 5 Medical Program, CUCMS (*as Chairperson, Editorial Board for Batch 2005, Academic Session 2009/2010*)
3. **Guidebook for Family Medicine Posting**, Year 4 Medical Program, (*as main author for Batch 2005, Academic Session 2008/2009; editor/reviewer for following years*)
4. **Logbook for Family Medicine Posting**, Year 4 Medical Program, (*as main author for Batch 2005, Academic Session 2008/2009; editor/reviewer for following years*)
5. **Guidebook for Obstetrics & Gynaecology Posting**, Year 3 Medical Program, CUCMS (*as main author for Batch 2005, Academic Session 2007/2008*)
6. **Logbook for Obstetrics & Gynaecology Posting**, Year 3 Medical Program, CUCMS (*as main author for Batch 2005, Academic Session 2007/2008*)
7. **Course Handbook – Certificate Course in Reproductive & Women’s Health**, Academy of Family Physicians of Malaysia, 2007 (*chief author*)
8. **Course Handbook – Certificate Course in Teaching in Family Medicine**, Academy of Family Physicians of Malaysia, 2008, 2009 (*chief author*)

**Other Course Materials & Study Guides:**

1. **Module author: Study Guide for Module 1: “Principles of Education, Supporting the Learner & Planning to Teach”**; for Certificate Course in Teaching in Family Medicine, Academy of Family Physicians of Malaysia – (2007)
2. **Module editor: Study Guide for Module 2: “Teaching Methodologies”** for Certificate Course in Teaching in Family Medicine, Academy of Family Physicians of Malaysia – (2007)
3. **Module author: Module 1** (*in Applied Sciences in Human Reproduction, Communication and Counseling, Infertility and Natural Family Planning*) of Certificate Course in Reproductive and Women’s Health, from 2006 - a distance-learning postgraduate course in reproductive / women’s health for family doctors . Also contributed as Course Director
4. **Module editor: Module 2** (*Contraceptive Technology*), **Module 3** (*Common Reproductive Tract Conditions in Primary Care & Menopause*), **Module 4** (*Safe Mother hood & Well-women Care*) and **Module 5** (*STI & Sexual Health*) of Certificate Course in Reproductive and Women’s Health, from 2006

- 5. Worksheets / Study Guide for Clinical Correlation Course, Year 2, Medical Program, CUCMS: (as main author for Batch 2005, and reviewer for subsequent batches)**
- a. Hypertension
  - b. Diabetes Mellitus
  - c. Cough
  - d. Fever
  - e. Abdominal pain
  - f. Limb weakness
  - g. Haematuria
  - h. Pallor

**PUBLICATIONS – Conference Proceedings (from completed research) and other free papers:**

1. Kwa Sk, **Yong-rafidah AR; *Teaching Communication Skills to Doctors Undergoing the Diploma In Family Medicine Postgraduate Training Programme In Malaysia.*** Proceedings of 10<sup>th</sup> International Medical Education Conference, 2015 – poster presentation; 22-24 April 2015, IMU Bukit Jalil, Kuala Lumpur, Malaysia
2. Norlehan AS, **Yong Rafidah AR. Teaching Medical Students In Private Clinics: Can Malaysian Private General Practitioners Deliver?** Proceedings of WONCA (World Family Doctor) Europe 2015 Conference, Turkey. 2015
3. Norhafizah M, Ameelah M, Hazian H, **Yong Rafidah AR. Using standard setting in Objective Structured Clinical Examination (OSCE) - CUCMS experience.** Proceedings of 1<sup>st</sup> Cyberjaya Healthcare Education Conference – poster presentation; 23<sup>th</sup> & 24<sup>th</sup> November 2013, Cyberjaya, Malaysia
4. Hazem F, Hazian H, Roswati MN, **Yong Rafidah AR. Assessment of Final Year Medical Students in CUCMS.** Proceedings of 1<sup>st</sup> Cyberjaya Healthcare Education Conference – oral presentation; 23<sup>th</sup> & 24<sup>th</sup> November 2013, Cyberjaya, Malaysia
5. Nasrin J., **Yong-rafidah AR. Four-year Experience of Clinical Elective Course for Medical Students in Cyberjaya University College of Medical Sciences.** Proceedings of 1<sup>st</sup> Cyberjaya Healthcare Education Conference – oral presentation; 23<sup>th</sup> & 24<sup>th</sup> November 2013, Cyberjaya, Malaysia
6. **Yong-rafidah AR, Hazian H, Kwa SK. Integrating Reflective Practice in Post-graduate Communication Skills Training.** Proceedings of 8<sup>th</sup> International Medical Education Conference, 2013 – poster presentation; 13-15<sup>th</sup> March 2013, IMU Bukit Jalil, Kuala Lumpur, Malaysia
7. Hazian Hamzah\*, Khairuddin Abdul Wahab, Mohamed Moussa Mohamed, **Yong Rafidah Abdul Rahman. The Long Case Examination is Still Relevant in Medical Education.** Proceedings of the 15<sup>th</sup> Ottawa Conference (Assessment in Medical Education), Kuala Lumpur 2012 – oral presentation.
8. **Yong-rafidah AR. Creating a Culture of Best Evidence Medical Education in Malaysian Medical Schools – Ideas for Action.** Proceedings of the 6<sup>th</sup> Congress of the Asian Medical Education Association (AMEA) – oral presentation. Bukit Jalil, Malaysia; 24-26 March 2011.  
<http://www.bemecollaboration.org/publications+evidence+based+medical+education/>
9. Nasrin J, Hamidah AB, **Yong-rafidahAR. Elective Course For Personal Development – What New Life-Skills Appeal To Medical Students?** Proceedings of the 6<sup>th</sup> Congress of the Asian Medical Education Association (AMEA) – oral presentation. Bukit Jalil, Malaysia; 24-26 March 2011.
10. **Yong-rafidah AR, Kwa SK, Noor-azizah T. Improving Women’s Health Course for Family Doctors – Sharing Experiences with CRISIS.** Proceedings of the WONCA (World Family Doctor) Asia Pacific Conference –oral presentation. Hong Kong, June 2009.



11. **Noor, H., Yong-Rafidah, A.R., Hashim, T., Mohamed, A.L., Rahman, A.R. and Shaharom, M.H.** INCORPORATING ISLAMIC VALUES IN MEDICAL EDUCATION AT CUCMS. 4th FIMA International Scientific Convention. FIMA-Hayat Foundation, Istanbul, Turkey. 13-15 July, 2007.
12. Mohamed M, **Yong-rafidah AR.** *Knowledge, attitude and practice of menstrual postponement among Hajj pilgrims.* Proceedings of the 18th WONCA (World Family Doctor) World Conference – poster presentation. Singapore, July 2007
13. **Yong-rafidah AR et al.** *Teaching in practice: making it easier for family doctors.* Proceedings of the 18th WONCA (World Family Doctor) World Conference. July 2007
14. Eddy Yusuf, Mohd. S, Mohd Salleh M.I, **Yong-rafidah A.R.** *Professionalism training through multiprofessional education: the Cyberjaya University College of Medical Sciences experience.* Proceedings of Pharmacy Education Conference, Manila, November 2007
15. **Yong-rafidah AR.** *Traveler's health: What family doctors need to know?* Proceedings of the 18<sup>th</sup> WONCA (World Family Doctor) World Conference. July 2007
16. **Yong-rafidah AR,** Kwa SK, Nurjahan MI. *“Do Malaysian General Practitioners Need Further Training in Communication Skills?”* in Proceedings of the 8<sup>th</sup> Penang Scientific Conference for General Practitioners – oral presentation. Penang, 2005
17. Teng CL, Mastura I, Nurjahan MI, Kwa SK, Loh KY, **Yong Rafidah AR,** Francis A, Phua KL . *Modifying antibiotic prescribing in URTI: The effectiveness of academic detailing plus leaflet in Klinik Kesihatan Ampangan.* Proceedings of the IMU Q-Day seminar, 2005 (March)
18. **Yong Rafidah AR** *“Breastfeeding Counseling in Family practice”.* Proceedings of the 17<sup>th</sup> World Conference of Family Doctors, Orlando Florida, USA . October 2004
19. Kwa SK, **Yong Rafidah AR** *“Challenges to Managing Sexual Health Problems in Family Practice: The Malaysian Perspectives”.* Proceedings of the 17<sup>th</sup> World Conference of Family Doctors, Orlando Florida, USA . October 2004
20. **Yong Rafidah AR** *“Role Play as Teaching Tool: Teaching Communication Skills in Practice”.* Proceedings of the Family Doctors (WONCA) Asia Pacific Regional Training of Teachers Workshop, Kuala Lumpur, 2004 (April)
21. Nurjahan MI, **Yong Rafidah AR** ,Onishi H, Kwa SK, Loh KY, Teng CL, Tanalectchimy R. *Learning in General Practice : Is It Worthwhile Starting Early in Undergraduate Medical Training?.* Proceedings of Medical Education Colloquium, International Medical University, 2004 (Mac)
22. SM Leong, KL Khoo, Leena, KY Loh, Nurjahan MI, Onishi H, Kwa SK, **Yong Rafidah AR** , Teng CL. *Basic Medical Science Performance : Causal attribution among International Medical University Clinical School Students.* Proceedings of Medical Education Colloquium, International Medical University, 2004

23. Nurjahan MI, Teng CL, Loh KY, **Yong Rafidah AR**, Kwa SK et al. ***Early Introduction of Family Medicine during undergraduate Medical Training***. Proceedings of the Association for Medical Education Conference, Bern Switzerland 2003 (31 August-3 September)
24. Kwa SK, Loh KY, **Yong Rafidah AR**, Teng CL, Nurjahan MI. ***Exploring Student's Expectation of a Good Medical Teacher***. Proceedings of the WFSBP Asian Regional Congress on Biological Psychiatry and Mental Health, 28-30 June 2003, Subang Jaya, Malaysia
25. Yong DJ, LimRJ, Devindran Pillai, Moti Lal, Teng CL, **Yong Rafidah AR**, ***Attitude And Level Of Knowledge Of Breastfeeding Amongst Medical Students From Clinical School Of IMU***". Proceedings of the 8<sup>th</sup> IAMANEH World Conference, Kuala Lumpur, Malaysia 221-24 August 2003
26. **Yong Rafidah AR** ***"Consultation Skills in General Practice"***, Proceedings of the 6<sup>th</sup> Penang Teaching Course for Family Physicians- Penang, 12<sup>th</sup> Sept 2003
27. Kwa SK, **Yong Rafidah AR**, Nurjahan MI et al. Experience of early exposure of medical students into general practice in IMU. March 2003 (Abstract)
28. **Yong Rafidah AR** ***"Communication Skills in General Practice – a Revisit"*** - Proceedings of the Annual Scientific Meeting, Academy of Family Physicians of Malaysia Genting Highlands (22 Dec 2002)
29. **Yong Rafidah AR** ***"Relactation and Induced Lactation"***. Proceedings of the 1<sup>st</sup> Teaching Course for Family Physicians, Penang (1998) – Free paper presentation, 29<sup>th</sup> November 1998.
30. **Yong Rafidah AR** ***"Breastfeeding Practices of Mothers Attending DBKL MCH Clinics"***. Proceedings of the National World Breastfeeding Seminar and Workshop, Kuala Lumpur (1993)

## **INVITED AND OTHER PRESENTATIONS / TRAINING**

1. **Striving for World Class Excellence : Transforming Learning – Through Teaching Excellence**; in OIC Higher Education Conference 2017; PWTC, 20 September 2016 – invited panel speaker
2. **Becoming 21st Century Teacher: Transitions of a Teacher’s Role in A Classroom**, in OIC Higher Education Conference 2016; PWTC, 20 October 2016 – invited panel speaker
3. **Course Management and Leadership**; Asia Metropolitan University, 9-10 & 30 August 2016 – invited lead facilitator and speaker
4. **Course Preparation and Implementation**, Cosmopoint College, KL; 19-20 May 2016 – invited lead facilitator and speaker
5. **Marrying Regulatory Requirements (including COPPA) with QMS ISO 9001: The CUCMS Experience**; in Sharing Session on Strengthening Internal Quality Assurance (IQA); Malaysian Higher Education Institutions Quality Assurance Network (MyQAN); Kuching Sarawak, 11<sup>th</sup> April 2016 - invited speaker
6. **Being Better Family Medicine Teachers**; in GP Update 2015; Pertaling Jaya, 12<sup>th</sup> December 2015 - invited speaker
7. **Standards in Medical Curriculum**; in Curriculum Review Workshop (Phase II), Faculty of Medicine, CUCMS; 3<sup>rd</sup> November 2015, UKM. - invited speaker
8. **Current Issues in Training of Healthcare Professionals in Malaysia (including Common Audit Findings)**; in 24<sup>th</sup> AGM and Scientific Meeting of the Malaysian Association of Education in the Medical and Health Sciences (MAEMHS); HUKM, 24<sup>th</sup> October 2015 - invited speaker
9. **Consolidation of Basic Teaching Skills, Facilitating Small-group Learning and Clinic Based Teaching**; in Workshop 1 of The Certificate in Teaching in Family Medicine Course, Academy of Family Physicians of Malaysia, 20 November 2015 - lead trainer
10. **Quality Initiatives in CUCMS; and Principles and Procedures of Course Management**; in Workshop for Program Coordinators of Collegiate Champion Program (CCP), 18 Sept 2015 - invited speaker
11. **Workshop on Course Preparation & Implementation**; CUCMS, yearly training from from 2015 – lead trainer
12. **Quality Management System of CUCMS**; in Induction Course for New Staff, CUCMS, at least twice yearly sessions from 2014. - invited speaker
13. **Regulatory and Quality Requirements of Academic Programs in Malaysia**, in Briefing to Faculty Executives, CUCMS, May 2015 - invited speaker

14. **The ISO Made Easy and Enhancing Auditor-Auditee Communication**; in 1<sup>st</sup> Refresher Training for CUCMS Internal Auditors; 14<sup>th</sup> April 2015 - invited speaker
15. **"Bridging Communication Gaps, Winning Patients' Hearts"**; in **GSK Medical Updates, Kuala Lumpur, 12<sup>th</sup> April 2014**; - invited speaker
16. **Advanced Consultation Skills in Family Medicine**; in Examination Preparation Workshop for 2<sup>nd</sup> – 4<sup>th</sup> Year students, Masters in Family Medicine; Universiti Sains Malaysia: 23<sup>rd</sup> December 2012 – invited speaker.
17. **Advanced Consultation Skills in Family Medicine** for Part 2 candidates of MAFP/FRACGP Conjoint Examination; Academy of Family Physicians of Malaysia; 31<sup>st</sup> August 2012 – invited speaker
18. **Guiding and Mentoring Postgraduate Trainees – Principles and Theory**; Annual Scientific Meeting 2012, Academy of Family Physicians of Malaysia; 21<sup>st</sup> April 2012 – Invited Speaker
19. **Overview of Family Medicine Undergraduate Curriculum in Two Malaysian Private Universities**. Yong-Rafidah A.R., Kwa S.K.; Hong Kong University, 8 June 2009 – invited speaker.
20. **Impact of Outcome-based Education on Teaching and Learning of Professionalism**. Workshop on "Affective Domain Assessment and Training: The Way Forward". 7<sup>th</sup> May 2009, IOI Palm Garden Hotel , Putrajaya – invited speaker.
21. **Diploma in Family Medicine Curriculum and Standards – A Self-assessment**. Teachers' Training Workshop, Academy of Family Physicians, Kuala Lumpur 4 April 2009 – invited speaker.
22. **Basics of Healthcare Professional Education** (*held in conjunction with Induction Course for Academic Staff, CUCMS – 22 January 2009, Palm Garden Hotel* – invited speaker.
23. **"Breastfeeding Counseling"** in National Lactation Management Course. Hospital Selayang . 16<sup>th</sup> Dec 2009, 15<sup>th</sup> July 2009, 13<sup>th</sup> May 2009, 18<sup>th</sup> Feb 2009, 20<sup>th</sup> Jan 09, 21<sup>st</sup> Oct 08 – invited speaker.
24. **Profesionalisma dan Komunikasi Dalam Bidang Kesihatan – Satu Tinjauan Semula** – Kursus Peningkatan Modal Insan, Jabatan Kesihatan Trengganu, Yayasan Dakwah Islamiah, Cameron Highlands – 6 Nov 2008 – invited speaker.
25. **Islamic Values In Medical Education: CUCMS Experience**; Noor, H., Yong-Rafidah A.R., Hashim, T., Mohamed, A.L., Rahman, A.R, Shaharom, M.H.  
**PPIM Meeting, Kota Kinabalu. 24 November, 2007**
26. **"Curriculum Development and Staff Training"** (Shaharom MH, Yong-Rafidah AR, Noor H) in International Medical Education Workshop, FIMA CIMCO Convention, Istanbul, Turkey. 13<sup>th</sup> July 2007

27. **“Reflective Learning in Women’s Health”** in 1st Weekend Workshop of Certificate Course in Reproductive & Women’s Health. Academy of Family Physicians of Malaysia at Crystal Crown Hotel, 10th August 2007 – invited speaker.
28. **“Certificate Course in Reproductive and Women’s Health”** (Short Communication). 1<sup>st</sup> ASEAN Regional Primary Care Conference. 7-10 February 2007 (Park Royal Hotel, KL) – invited speaker.
29. **“Breastfeeding Counseling”** in Lactation Management Course. Hospital Selayang. 14<sup>th</sup> Feb 07 – invited speaker.
30. **“Protecting, Promoting and Supporting Breastfeeding: Have We Done Enough?”** – in Official Launch of World Breastfeeding Week 2006 (Hospital Kuala Lumpur) . 3<sup>rd</sup> August 2006 – invited speaker.
31. **“Managing Breastfeeding Difficulties in Family Medicine”**- An-Nur Specialist Hospital, 19<sup>th</sup> July 2006 – speaker
32. **“Interactive Small Group Learning – Managing Difficult Consultations in Reproductive Health”** in Workshop on Office Gynecology in Primary Care, 24<sup>th</sup> & 25<sup>th</sup> June 2006- facilitator
33. **“ Practical session : Gynecology Procedures in Primary Care”** - in Workshop on Office Gynecology in Primary Care, 24<sup>th</sup> & 25<sup>th</sup> June 2006- facilitator
34. **“Teaching medical students in practice: Putting in the fun for doctors, students and patients!”** in Continuing Professional Development For Family Medicine Teachers 2006, June 10 - Facilitator
35. **“Introduction to Counselling in Reproductive and Women’s Health”** in First Weekend workshop of Certificate Course in Reproductive and Women’s Health, 25<sup>th</sup> & 26<sup>th</sup> March 2006 – speaker
36. **“Interactive Small Group Learning : Contraception Management in Practice”** in First Weekend workshop of Certificate Course in Reproductive and Women’s Health, 25<sup>th</sup> & 26<sup>th</sup> March 2006 – facilitator
37. **“Interactive Small Group Learning : The Infertile Couple”** in First Weekend workshop of Certificate Course in Reproductive and Women’s Health, 25<sup>th</sup> & 26<sup>th</sup> March 2006 – speaker– facilitator
38. **“Traveling with the Family”**. 8<sup>th</sup> Penang Scientific Conference for General Practitioners. September 2005 - Free paper presentation
39. **“Breastfeeding Counseling”**. Lactation Management Course, Selayang Hospital, 3<sup>rd</sup> August 2005 - invited speaker
40. **“Interactive Case Discussion on Lactation Problems”**. 3<sup>rd</sup> IMU Family Medicine Teaching Course On Practical Skills In Managing Women’s Health, Saturday 9<sup>th</sup> July 2005 at IMU Bukit Jalil, Kuala Lumpur – invited speaker

41. ***“Travel Health Advisory for Pregnant Mothers and Young Children”***. Kuala Kubu Baru May 05 – invited speaker
42. ***“Travel Health Advisory for Pregnant Mothers and Young Children”*** , IMU Travel Medicine Conference, 25-26 March 2005, Petaling Jaya – invited speaker
43. ***“Counseling Skills in Lactation Management”***. Lactation Management Course for Doctors and Nurses, Selayang Hospital, 8<sup>th</sup> December 2004 – invited speaker.
44. ***“Update in Breast Feeding Management.”***, in 1<sup>st</sup> National Conference of Breast Feeding, Kuala Lumpur 3 April 2004 - Invited speaker
45. ***“Managing Breastfeeding Difficulties”*** , in Breastfeeding Management and promotion in a Baby Friendly Hospital -an 18-hour Training Course , Pusat Rawatan Islam, March 2004 - Invited speaker
46. ***“Medical Communication in Practice”*** – CPD workshop for Hulu Selangor Healthcare Team, Klinik Kesihatan Serendah- 10<sup>th</sup> Jan 2004 –speaker.
47. ***“Women’s Sexual and Reproductive Health Initiatives in Family Practice in Southeast Asia: Perspectives of Medical Organizations -The Malaysian Experience”*** “ in Women’s Health International Conference: Developing Indicators for Equity, Accessibility & Quality of Women’s Sexual and Reproductive Health Care in Family Medical Practice in Southeast Asia - Manila 25 October 2003 - resource speaker
48. ***“Doctor-patient Communication – Are we talking enough?”*** Persidangan Saintifik Jabatan Kesihatan Negeri Pulau Pinang : 20<sup>th</sup> Oct 2003 - Invited Speaker
49. ***“Breastfeeding Challenges in the Globalized World”***, Pediatric Institute, Kuala Lumpur 29<sup>th</sup> September 2003 -keynote speaker
50. *Vascular and Nephrology Workshop, 3<sup>rd</sup> Sunway Cardiac and Vascular Conference, Kuala Lumpur 4<sup>th</sup>-5<sup>th</sup> October 2003 - Facilitator*
51. Interactive session on **Common Psychiatric Disorders in Primary Care**, Sunday, Kuala Lumpur (24<sup>th</sup> November 2002) - Facilitator & Organizing Chairperson
52. ***“Lactation Management in Family Practice”***. World Organization of Family Doctors 12<sup>th</sup> Asia Pacific Regional Conference, Kuala Lumpur (31<sup>st</sup> March – 4<sup>th</sup> April 2002) – Lead Author - Workshop presentation.
53. ***“Relactation and Induced Lactation”***. Health Professional Breastfeeding Updates Seminar – Invited speaker, 7<sup>th</sup> August 1998
54. *Workshop: **Breastfeeding The Best Investment** – World Breastfeeding Week 1998 – facilitator*
55. ***“Breastfeeding Counseling – WHO / UNICEF 40 Hours Training Course”*** – 4<sup>th</sup> – 8<sup>th</sup> April 1995 – Facilitator & Trainer

56. **“Postpartum Contraception” – Update on Diagnosis and Management of Lactation Problems**, 6 August 1995 – invited speaker
57. **“Lactational Amenorrhea Method for Family Planning”**. Lactation Management Course for staffs of Lembaga Penduduk dan Pembangunan Keluarga Negara, Kuala Lumpur (1995) – Invited speaker
58. **“ Induced Lactation and Adoptive Breastfeeding : A success Story”**, National World Breastfeeding Week Seminar, 1<sup>st</sup> August 1994 – invited speaker
59. **“Breastfeeding: What Else You Missed Out?”** – Evening Seminar for Health Professionals on Breastfeeding – 5<sup>th</sup> August 1994 – invited speaker

### **OTHER CREATIVE WORK**

1. **Editorial Consultant** - *‘Ibu & Anak’ Parenting Guidebook* – 2001  
(Review of article and publication advice)
2. **Yong Rafidah AR** *“Smoking – Role of Muslims towards Tobacco-free Life”*. Berita PUSRAWI Januari 1999, Kuala Lumpur (1999).

**SUMMARY OF MANAGEMENT AND LEADERSHIP SKILLS:**

- **Academic management** (*from 1995 – current*)
  - Well experienced in management of higher education institution:
    - as **Deputy Vice Chancellor (Student Experience & Learning Support)**, AMU (April 2018 – current)
    - as **Deputy Vice Chancellor (Academic)**, AMU (Mac 2017-Mac 2018)
    - as **Director of Quality Management and Enhancement Center** (2013 – current)
  - Well experienced and extensive involvement in **management of medical curriculum** - for undergraduate studies, post-graduate studies & Continuing Professional Development programs:
    - as **Deputy Dean (Clinical Sciences), Deputy Dean (Academic) and Acting Dean** (2009-2013)
    - as chairperson / member of **numerous curriculum committees and examination boards** (1995 - current)
    - as chairperson / member of **medical program accreditation** committees, documentation and other accreditation / benchmarking requirements
    - extensive involvement in other management areas of academic programs (*which include curriculum development / content planning, choice of teaching-learning methodologies, course implementation, student assessment and course evaluation*)
  - Well experienced in administrative aspects of medical school (undergraduate) management:
    - Academic staff planning, recruitment, training and appraisal
    - Support staff planning and management
    - Student recruitment, orientation, support and discipline
    - Planning and management of infrastructure requirements for medical program (especially for clinical training – teaching hospitals, clinics and other supporting infrastructures)
    - Academic year planning and course scheduling
    - Course material development and organization
    - Quality management system (2010 – current)
- **Leadership skills**
  - Possess excellent interpersonal, motivational and organizational skills
  - Has held leadership positions as Deputy Vice-Chancellor, director, acting dean, deputy dean and head of various center / faculty / departments from 2006 – current (at Cyberjaya University College of Medical Sciences)
  - Leadership positions as head of units/clinics from 1990 – 2002
  - Leadership positions in various community and professional organizations from 1990 – current
  - Selected for Leadership Succession Training by IMU in 2004 (6 months)
  - Held various leaderships posts during student and undergraduate years (e.g head-prefect, student council representative etc)



## **ACADEMIC MANAGEMENT & LEADERSHIP IN CURRENT POSITIONS (AMU):**

### **1. Deputy Vice Chancellor (Student Experience & Learning Support - SELS), AMU (April 2018 – current)**

#### **a) Duties of DVC SELS include:**

- i. To develop and review the University's policies and procedures pertaining student welfare, support for learning and holistic development of students as well as alumni.
- ii. To oversee implementation of services provided under the DVC SELS, including the following:
  - Student welfare
  - Financial support, sponsorship and scholarship
  - Counselling services
  - Student representation and engagement (through AMU Student Representative Council, student body of faculties, students' clubs and societies)
  - Student activities
  - University Social Responsibility (including for staff)
  - Learning support
  - AMU Student Mobility Program
  - Career guidance and support
  - Alumni Development and Engagement
- iii. To evaluate effectiveness of student support services and extra-curricular student development programmes.
- iv. To oversee effective running of departments and centers reporting to DVC SELS, including staff recruitment, staff development (i.e. training), promotions and etc.
- v. Any other matters directed by the Vice Chancellor of the University.

#### **b) Committees involving the DVC SELS:**

- i. AMU Senate (Member)
- ii. AMU Executive Management Committee (Member)
- iii. Quality Steering Committee (Member)
- iv. Senate Sub-committee, Student Experience and Development (Chairperson)
- v. Student Disciplinary Board (Chairperson)
- vi. Student Awards Committee (Chairperson)
- vii. Other meetings and decision-making committees as necessary

## **2. Deputy Vice Chancellor (Academic), AMU (Mac 2017-Mac 2018)**

### **a) Duties performed as the Deputy Vice Chancellor (Academic) of AMU include:**

- i. To develop and oversee implementation of the University's academic portfolio inclusive of new programme development and new faculty establishment.
- ii. To oversee the implementation of smooth running of the academic programme and students assessment.
- iii. To oversee the evaluation and effectiveness of academic programmes.
- iv. To oversee academic staff recruitment and faculty development, i.e. training, promotions and etc.
- v. Any other matters directed by the Vice Chancellor of the University.

### **b) Committees involving the DVC Academic:**

- i. AMU Senate (Member)
- ii. AMU Executive Management Committee (Member)
- iii. Quality Steering Committee (Member)
- iv. Senate Sub-committee, Academic (Chairperson)
- v. Senate Sub-committee, Admission & Enrolment (Chairperson)
- vi. Senate Sub-committee, Examination (Chairperson)
- vii. Senate Sub-committee, Graduation (Chairperson)
- viii. Senate Sub-committee, Laboratory & Learning Resources (Chairperson)
- ix. Other meetings and decision-making committees as necessary

**ACADEMIC MANAGEMENT & LEADERSHIP IN PREVIOUS POSITIONS (CUCMS):**

**1. Director, Quality Management and Enhancement Center (QuaMEC), CUCMS**  
(from 1<sup>st</sup> July 2013 – current – as of March 2017)

**a) Duties performed as Director of QuaMEC, CUCMS; include:**

- i. Plan and manage the implementation of **strategic planning** and **growth** of the Centre
- ii. Oversee **administration** of the Centre
- iii. Coordinate development and observance to the university **quality policy** and other policies that can enhance quality of CUCMS’s services
- iv. Plan, oversee implementation and evaluate **core activities and functions of the Centre\*** – i.e. **quality management system** as well as **benchmarking, accreditation and quality improvement initiatives**
- v. Identify and oversee implementation of **provision of training** in quality management and quality assurance activities
- vi. Collaborate with various **stakeholders** including CUCMS faculties, departments, government agencies and relevant authorities towards realization of CUCMS’s quality objectives.
- vii. Develop and manage **stakeholder feedback system** as a conduit for information and external customer satisfaction.
- viii. Other duties as requested by the President and CUCMS management.

**b) Major achievements as Director of QuaMEC, CUCMS; include:**

- i. Coordinated processes towards CUCMS’ achievement of **Tier 5** rating (Excellent) in **SETARA 2013**
- ii. Led and mobilized processes towards CUCMS’ achievement in **ISO 9001:2008 certification**, from March 2014
- iii. Led and coordinated the first CUCMS Quality Award (renamed as **CUCMS Citra Ilmu Award**, from 2016; consisting of 6 categories of winners)
- iv. **Recognition of CUCMS** as key player in quality assurance of Malaysian Higher Education – through CUCMS’ appointment as Committee of the Malaysian Higher Education Institutions Quality Assurance Network (MyQAN, from 2013 – current) and appointment as Chairman of Accreditation Visit the Malaysian Medical Council (from 2016)

~~~~~

**\*Note: Revised Functions and Responsibilities of QuaMEC, CUCMS,**  
~ w.e.f January 2016

| No | Function                         | Responsibilities                                                                                                                                                                                                  |
|----|----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | <b>Quality Management System</b> | 1. Coordinate development and implementation of university wide quality management system according to MS ISO 9001:2008 for CUCMS’s academic programs (or through other quality tool as agreed by the management) |

|   |                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|---|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   |                                                        | <ol style="list-style-type: none"> <li>2. Manage the MS ISO 9001 documents; including coordinating development, review and control of CUCMS's quality policy, quality manual (including regulatory and university documents) standard operating procedures and other related documents</li> <li>3. Plan and coordinate all activities pertaining to Internal Audits, including ensuring satisfactory actions on non-compliance</li> <li>4. Manage Internal Auditors: training and performance</li> <li>5. Coordinate support towards inculcating quality as culture of the institution, including training and performance awards</li> <li>6. Coordinate and facilitate quality assurance activities for Collegiate Champion collaboration and other collaborative ventures</li> </ol>                             |
| 2 | <b>Strategic Planning &amp; University Performance</b> | <ol style="list-style-type: none"> <li>1. Coordinate university-wide evaluation and gap analysis on university performance against benchmarked standard and best practices in higher education</li> <li>2. Coordinate preparation of self-assessment report and other documentations for institutional audits (such as SETARA, COPIA) and other award-leading improvement activities (such as QS University Ranking, SIRIM Award)</li> <li>3. Coordinate development and implementation of the CUCMS Strategic Plan</li> <li>4. Coordinate the measuring and monitoring of quality objectives and other CUCMS performance indicators</li> <li>5. Oversee acquisition and action of customer feedback: customer satisfaction, related studies and reports</li> </ol>                                                |
| 3 | <b>Program Quality &amp; Accreditation</b>             | <ol style="list-style-type: none"> <li>1. Provide technical input and consultancy in curriculum development and management – on program standards, regulatory requirements and best practices in education</li> <li>2. Coordinate processes for program approval, accreditation from Malaysian Qualification Agency and other relevant local institutions as</li> <li>3. Provide technical assistance in preparing self-study reports of respective programs and facilitate programs' self-improvement initiatives.</li> <li>4. Provide technical input and necessary assistance with documentation of program database required for program accreditation and auditing.</li> <li>5. Assist processes for international recognition of CUCMS academic qualifications and other academic collaborations.</li> </ol> |
| 4 | <b>Faculty Development &amp; Support</b>               | <ol style="list-style-type: none"> <li>1. Identify pedagogical/teaching skills training needs</li> <li>2. Plan internal training program for academic staff</li> <li>3. Coordinate implementation and ensure effective delivery of training courses on pedagogical/teaching skills</li> <li>4. Monitor effectiveness of internal training program for academic staff</li> <li>5. Prepare relevant performance reports to respective stakeholders.</li> <li>6. Individual support and advice on teaching, teacher development and curricular management</li> </ol>                                                                                                                                                                                                                                                  |

## 2. Acting Dean, Faculty of Medicine (20 April 2011- 30 June 2011)

Duties performed as Acting Dean, Faculty of Medicine include:

### i. **Administrative and leadership**

- As member of **University Meetings**:
  - University Senate
  - University Executive Meeting
  - Academic Council
  - Senate Sub-committee on Examination
  - Senate Sub-committee on Student Selection
- Monitored and reviewed **budget & expenditures** of Faculty of Medicine
- Strengthened number and recruitment of **academic staff** of Faculty of Medicine
- Strengthened number and functions of **administrative staff** of Faculty of Medicine
- Chaired Head of Divisions Meetings (Faculty **Management Meeting**)
- Streamlined promotion, research and other Faculty of Medicine committees
- Chairperson, MQA/MMC **Accreditation Re-visit**; 24 May 2011

### ii. **Academic Management**

- Continued duties as Deputy Dean Academic: overseeing major examinations (First & Final Professional Examinations, plus other course examinations in June 2011)
- Strengthened curriculum sub-committees by appointing e-Learning Committee, PBL Committee, SCTL Committee and committees on Communication Skills and Ethics

### iii. **Student Affairs Matters**

- Oversee and addressed matters related to student discipline and welfare

### iv. **External Relations**

- Held meeting with Director of Putrajaya Hospital and other Heads of Departments – 22 June 2011

### 3. Deputy Dean (Academic), Faculty of Medicine (January 2011 – February 2013)

Duties performed as Deputy Dean (Academic) include to:

- i. assist the Dean in academic administration:
  - as Co-Chairperson of the **Medical Curriculum and Assessment Committee** (MCAC)
- ii. **oversee implementation** of the MBBS curriculum through various committees / structures of the Medical Program, assisted by:
  - a. 5 Year Coordinators
  - b. Other support units:
    - i. Clinical Skills and Learning Resource Division
    - ii. Medical Education & Quality Assurance Division
- iii. assist in **development, implementation and review of policies and standard operative procedures** for teaching activities and student assessment
- iv. assist the Dean in **budget** proposal and utilization pertaining to teaching-learning activities and student assessment
- v. oversee implementation of **faculty development programs** to ensure a high level of teaching proficiency in instruction and teaching practices
  - a. spearheaded Faculty Development for
    - i. new academic staff
    - ii. consolidating teaching skills for all academic staff
    - iii. consolidating clinical training
- vi. member in Faculty of Medicine administration through Dean's Exco Meeting / Faculty Meeting and other faculty management committees.
  - a. *Member of Faculty Management Meeting*
  - b. *Member of academic staff interview panel*
- vii. other duties / special tasks as Deputy Dean (Academic)

#### 4. Deputy Dean (Clinical Sciences), Faculty of Medicine (July 2009 – December 2010)

Achievements and duties performed as Deputy Dean (Clinical Sciences) include:

- i. oversee all functional areas of the academic administration of respective Clinical Sciences Phase relating to curriculum planning, curriculum implementation & evaluation as well as student assessment (as **Chairperson of both the Curriculum Planning and Development Committee and Examination Board**)
  
- ii. **oversee implementation** through various committees / structures of the Medical Program:
  - a) **lead implementation of Year 5 phase of CUCMS Medical Program (Batch 2005 and Batch 2006):**
    - *chaired numerous meetings and lead finalization/refining of the **curriculum design***
    - *oversee implementation of the Final Year Curriculum in terms of **course materials, teaching facilities (Hospital Serdang) and other logistic requirements/preparations***
    - *Instrumental in strengthening of **Clinical Skills Unit of CUCMS** through overseeing the appointment of a Head of Unit, numerous support staff (lecturers and nurses), purchase of equipments and other administrative matters.*
  
  - b) **chaired & lead the Clinical Examination Board in initiating the Second and Final Professional Examinations (for Batches 2005 and 2006)**
    - *These are comprehensive examinations for final year medical students consisting of 8 hours of written examinations and at least 10 hours of clinical examinations for each student.*
    - *Chaired numerous meetings that had lead to designing of the examinations, development of assessment regulations and guidelines, vetting of examination questions, invitation of external examiners and other details of final medical examination preparations.*
  
  - c) **Chaired & lead the Curriculum Planning and Development Committee, Clinical Phase (CPDC):**
    - *in ensuring smooth-running of Years 3, 4 and 5 curriculum including overseeing preparation of course materials/guidelines, time-tabling, adequate teaching staff, teaching equipments, budget requirements and logistics needs.*
    - *lead **implementation of Year 3 Special Program** (placement of 40 credit transfer students from earth-quake stricken University Andalas, Padang – October 2009 – January 2010)*
    - *lead **implementation of clinical training in Hospital Sri Manjung, Perak** (with its various logistics and infrastructure arrangements)*

- iii. assist **development of policies and procedures** for the Medical Sciences / Clinical Sciences Phases
  - a) *instrumental in development of revised **Assessment Regulations for Faculty of Medicine** (2009)*
  - b) *instrumental in development of **revised Private Practice & Conflict of Interest Policy for CUCMS***
  - c) *Consolidated vetting processes of examinations in the clinical phase*
  
- iv. collaborate with division/department heads and hospital directors to develop and nurture a strong working environment among CUCMS affiliated hospitals and community institutions and organizations:
  - a) *attend regular meetings with various teaching hospitals of CUCMS*
  - b) *address issues and problems*
  - c) *propose TOR for Joint Committee of CUCMS Clinical Teaching Facilities*
  
- v. assist Dean with Faculty administration:
  - a) *instrumental in the **re-structuring of Faculty of Medicine** into divisions and revisions of departments:*
    - *drafted revised organization chart*
    - *drafted Terms of Reference (TOR) for various designations and committees*
  - b) *instrumental in **strengthening documentation and implementation of performance management** (Key Result Areas & Key Performance Indicators for year 2010) – including revising appraisal documents*
  - c) *instrumental in **credit transfer guideline** development and implementation of about 44 students from Andalas University, Padang Indonesia (October 2009 – January 2010)*
  - d) *as member of **academic staff interview panel** – attended all academic staff interview (August 2009 – current)*
    - *monitoring of academic staff student ratio needed for clinical phase*
    - *assisted in academic staff employment through personal contacts (emails and personal meetings)*
    - *assisted in successful recruitment of at least 10 clinical lecturers*
  - e) *as member of **Student Selection Committee** (2008-2009)*
  - f) *as final signatory for approval of annual leaves*
  - g) *as final signatory for approval of teaching, mileage claims and other claims from clinical lecturers*
  
- vi. Other achievement & duties:
  - a) **Head of Secretariat & Area 2 and 7 Leader – MBBS Accreditation Task Force 2010:**
    - **Chief editor / lead successful submission of Institutional Database for Faculty of Medicine – as per required by the MQA**
    - **Lead Coordinator in successful visit by the MMC/MQA Panel Members of the Accreditation Team in July 2010, leading to Full Accreditation of the MBBS (CUCMS) Program and graduates of Batch 2005.**
  - b) *assisted in **student support and disciplinary matters:***
    - *strengthened the SOP on student support and dealing with students in difficulty*



- *counsel students in academic / other difficulties – as referred by lecturers*
  - c) **assisted in *student welfare student development matters*:**
    - *compulsory University accommodation for Year 3 students*
    - *oversee implementation of co-curricular and extra-curricular activities (through adequate budget and allocation of time)*
5. **Chairperson of CUCMS Discipline-Based (Medicine / Pharmacy) Rating System for Malaysian Higher Education Institution (D-SETARA)**
    - Coordinated discussions and document preparation
      - CUCMS **achieved Tier 4 (Very Good)** in the National D-SETARA Rating, Year 2011
  6. **Working Committee Member – CUCMS ISO 9001:2008 Quality Management System – from April 2011**
    - Completed courses on Appreciation, Documentation and Implementation of ISO 9001:2008 (April 2011)
    - Led development of related SOPs on Teaching & Learning
    - Assisted implementation of ISO activities in the Faculty of Medicine
  7. **Head, Family Medicine Department (2007 - July 2009)**
    - *Responsible in leadership, development and planning of activities of the Family Medicine Department of Faculty of Medicine, CUCMS*
    - *Developed blueprint of the department's activities*
    - *Assisted in recruitment, expansion and restructuring of the department (the Department has other three senior lecturers, one lecturer and two assistant lecturers by February 2010)*
  8. **Head, Medical Education Department of CUCMS (2008- July 2009)**
    - *Responsible in leadership, development and planning of activities of the Medical Education Unit of Faculty of Medicine, CUCMS*
    - *Developed blueprint of the department's activities*
    - *Developed Policies and Plans on Faculty Development for Faculty of Medicine, CUCMS*
    - *Initiated and coordinated numerous faculty development workshops and seminars*
    - *Assisted in recruitment, expansion and restructuring of the department (the Department has 3 other lecturers by July 2009)*
  9. **Committee Member, Centre for Medical Sciences Education of CUCMS (16<sup>th</sup> March 2010 – 2014)**
  10. **Coordinator, OSCE of MBBS Final Professional Examination, Faculty of Medicine, CUCMS – 2010**
    - Development of examination blueprint, protocol and procedures of the examination
    - Oversee implementation of the examination – in terms of question preparation, vetting process, security of examination, manpower, briefing, evaluation and other logistics requirements.
  11. **Coordinator – Year 4 of MBBS Program, CUCMS (Dec 2008 – July 2009)**

- *Coordinated successful implementation of the Year 4 phase of CUCMS Medical program – tasks included chairing curriculum workshops and meetings for Year 4, coordination of logistic arrangements, evaluation of Year 4 Program and others.*

**12. Acting Coordinator of Obstetrics and Gynaecology Posting / Course (Dec 2007 – Feb 2008)**

- *Developed and successfully implemented the Year 3 O&G curriculum/posting, taught both in primary and secondary care health facilities – tasks included curriculum development, guidebooks, and coordination of logistic arrangements for the Year 3 O&G Course.*

**13. Chairperson of Affective Domain Curriculum Committee (2006, 2007, 2008).**

- Responsible in leadership and development of Affective Domain Outcomes of CUCMS (lead faculty workshop for this purpose).
- Re-evaluated and streamlined various teaching-learning strategies and courses (under the affective domain curriculum - Years 1 & 2 of MBBS Programs)
- Revised (minor revision) of the Affective Domain Assessment for academic year of 2007-2008
- Developed and delivered clear communication to students (in the form of Student Handbook and briefing) on the affective training and assessment in CUCMS

**14. Secretary of MBBS First Professional Examination Committee of CUCMS (Year 2, 2007).**

- The committee is responsible for overall planning, setting standard operating procedures, vetting of examination questions as well as implementation and evaluation of the examination. As secretary, drafted and managed documents, communicated policies and plans to various parties (lecturers, administrative staff, students etc)

**15. Coordinator of Community and Health Exposure & Training (CHET) Course for MBBS and B. Pharm Programs (1<sup>st</sup> Semester) (September 2006 – Nov 2007)**

- Responsible in curriculum development, implementation of teaching-learning activities, teaching materials development, student assessment and evaluation of the course.

**16. Coordinator of Personal & Professional Development (PPD) 1 and PPD 2 Courses for Second Year MBBS (December 2006, 2007, 2008)**

- Responsible in curriculum development, implementation of teaching-learning activities, teaching materials development, student assessment and evaluation of the course.

**17. Coordinator of Clinical Correlation Course for Semester 4 ( June 2007-current)**

- Responsible in curriculum development, implementation of teaching-learning activities, teaching materials development, student assessment and evaluation of the course.

**18. Co-coordinator of Clinical Skills Training for Semesters 2 to 4 ( June 2007-Sept 2008)**

- Responsible in curriculum re-evaluation, assisted in implementation of teaching-learning activities; revised development and purchase of teaching materials for the course.
19. Member of **Pre-clinical Curriculum Planning and Development Committee** of CUCMS (October 2006 – December 2008).
- Acting Chairperson – few meetings.
  - Had been very active member of the committee. Coordinated development of numerous “Policy and Procedures” documents (*e.g. on Assessment, PBL, SCTL*) for the University.
20. Organizing Chairperson / Co-chairperson / Committee Member for **Faculty Development Workshops of CUCMS**. (2006 – 2009).
- Responsible in need analysis, planning, implementation and evaluation of courses and workshops in medical education for faculty members of CUCMS.
  - Organized the numerous faculty development sessions for the Faculty of Medicine, CUCMS; which include:
    - **Organizing Chairperson**, Workshop On Basic Clinical Teaching Skills - 1<sup>st</sup> March 2009
    - **Organizing Co-Chairperson**, Workshop On Problem-based Learning - 27<sup>th</sup> – 29<sup>th</sup> April 2009
    - **Organizing Co-Chairperson**, Identifying Priority Areas In Ethics, Values And Social Skills In Malaysian Medical Education - 7<sup>th</sup> -9<sup>th</sup> May 2009
    - **Organizing Chairperson**, Symposium On Written Assessment - 16<sup>th</sup> June 2009
    - **Organizing Chairperson**, Symposium On Assessment Of Clinical Competency: Evidence From Education And Psychometrics - 18<sup>th</sup> June 2009
    - **Organizing Committee**, Workshop On Student Centered Team Based Learning (SCTL) - 29<sup>th</sup> July 2009
    - **Organizing Chairperson**; Clinical Curriculum Consolidation Workshop - 8<sup>th</sup> December 2009
    - **Organizing Chairperson**; Special Workshop On Performance Management - 9<sup>th</sup> December 2009
    - **Organizing Committee**; Mentoring, The Passion To Care Training Workshop - 18<sup>th</sup> -20<sup>th</sup> December 2009
    - **Organizing Co-Chairperson**, “Strengthening The CUCMS Medical Curriculum” Workshop - 10<sup>TH</sup> – 11<sup>TH</sup> July 2008
    - **Organizing Committee**, Good Clinical Practice (GCP) Workshop - 22<sup>ND</sup> – 24<sup>TH</sup> August 2008.
    - **Organizing Co-Chairperson**, Faculty Development Workshop: Cognitive Assessment In Medical Education - 3<sup>RD</sup> – 4<sup>TH</sup> January 2007
    - **Organizing Co-Chairperson**, Faculty Development Workshop On Problem-Based Learning (PBL) And Student Centred Learning (SCL) - 22<sup>ND</sup> – 23<sup>RD</sup> February 2007
    - **Organizing Co-Chairperson**, Curriculum Development Workshop For Medical / Pharmacy Programs - 21<sup>ST</sup> – 22<sup>ND</sup> May 2007
    - **Organizing Co-Chairperson**, Curriculum Development Workshop For Medical Program: Consolidating Teaching-Learning Strategies For Yeas 1 & Year 2 - 27<sup>TH</sup> – 29<sup>TH</sup> June 2007

## **ACADEMIC LEADERSHIP & CONTRIBUTIONS IN POSTGRADUATE EDUCATION**

- **Member, Academic Committee; Academy of Family Physicians of Malaysia – (2007-2011):**
  - AFPM provide postgraduate training and certification (conjoint with the Royal Australian College of General Practitioners) in Family Medicine
  - This committee oversees all academic and training matters of the Academy of Family Physicians of Malaysia (AFPM)
- **Member, Board of Studies of Masters in Family Medicine Program, International Islamic Medical University (February 2010 – current)**
  - This board advise the *Kulliyah* of Medicine on the programme and oversee its implementation.
- **Member, Board of Studies for Diploma in Family Medicine Program, Academy of Family Physicians of Malaysia – (2007-2013):**
  - First half of the preparatory course for the Conjoint Membership of the Academy of Family Physicians of Malaysia and Fellowship of the Royal Australian College of General Practitioners
  - Contributed actively towards the curriculum development (learning outcomes, contents, delivery and assessment) as well as monitoring of the course.
- **Director, Speaker and Facilitator; Workshop on Communication Skills in Family Medicine – a two-day workshop/module of the Diploma Course in Family Medicine, Academy of Family Physicians of Malaysia. (Preparatory course for the Conjoint Membership of the Academy of Family Physicians of Malaysia and Fellowship of the Royal Australian College of General Practitioners)**
  - 18-19<sup>th</sup> July 2009
  - 23-24<sup>th</sup> January 2010
  - 3<sup>rd</sup> July 2010 (Saturday) & 4<sup>th</sup> July 2010 (Sunday)
  - 15<sup>th</sup> January (Saturday) & 16<sup>th</sup> January 2011 (Sunday)
  - 16<sup>th</sup> January (Saturday) & 17<sup>th</sup> July 2011 (Sunday)
  - January & July 2012
  - January & July 2013
  - Authored, coordinated and facilitated intensive weekend workshops on consultation and consultation skills for post-graduate trainees in family medicine
- **Course Director of Certificate Course in Teaching in Family Medicine, Academy of Family Physicians of Malaysia – (2007-current):**
  - Responsible for planning, implementation and evaluation of the 9-month distance-learning course to enhance teaching skills of post-graduate teachers in family medicine
  - Coordinated and edited distance learning modules (course comprises of three distance-learning modules)
  - Authored Module 1 on “Principles of Education, Supporting the Learner & Planning to Teach”
  - Authored, coordinated and facilitated interactive weekend workshops on teaching skills enhancement in trainees (course comprises of two-day weekend workshop)
  - Designed and conducted course assessment on trainees

- Successfully graduated 1<sup>st</sup> batch & 2<sup>nd</sup> batches of trainees
  - The course received excellent feedback from Malaysia trainees and the AFPM is negotiating to conduct the course in other countries
- **Course Director of Certificate Course in Reproductive & Women's Health, Academy of Family Physicians of Malaysia– (2005-2008),**
    - Responsible for planning, implementation and evaluation of the 10-month distance learning course in reproductive / women's health for family doctors
    - Successfully recruited 2 batches batch of candidates and delivered 4 distance learning modules (up to August 2008)
    - Course comprises of distance-learning modules, 3 intensive weekend sessions, clinical attachment and portfolio completion.
- **Other Post-graduate / Continuous Professional Development Short Workshops/Seminars/Talks (1992-2010)**
    - **Organizing Chairperson**, Office Gynaecology in Primary Care – a joint workshop by Academy of family Physicians of Malaysia and IMU., 24 & 25<sup>th</sup> June 2006
    - **Organizing Committee**, Continuing Professional Development For Family Medicine Teachers 2006, June 10, IMU
    - **Reporteur**, 3<sup>rd</sup> Asia-pacific Conference on Reproductive and Sexual Health, 17<sup>th</sup> to 21<sup>st</sup> Novemver2005, Sunway Pyramid Convention Center
    - **Organizing Co-Chairperson** of 3<sup>rd</sup> IMU Family Medicine Teaching Course on Practical Skills in Managing Women's Health, Saturday 9<sup>th</sup> July 2005 at IMU Bukit Jalil, Kuala Lumpur.
    - **Organizing Committee** of Travel Medicine Conference, March 2005
    - **Organizing Chairperson**, Workshop for Medical Officers, Kuala Kubu Baru 2004 & 2005
    - **Organizing Chairperson & Facilitator**, "Breastfeeding Management in Practice " – an interactive course for doctors and nurses of Seremban Hospital and Health Clinics, September 2004
    - **Organizing Committee** of Continuous Professional Development Workshop for Family Medicine Teachers (FMT). Topic: "Continuous Professional Development in Family Medicine" – 18<sup>th</sup> August 2004
    - **Organizing Committee-** 1<sup>st</sup> Teaching Workshop on Interpreting Radiological Imaging – 25<sup>th</sup> April 2004
    - **Organizing Committee-** Workshop for Family Medicine Teachers "The Future of General Practice- New Roles, New Rules, New Challenges" (9 Feb03)
    - **Organizing Chairperson** for 2 Medical Talks for GPs - Asthma (12 July 03 & 13 July 03)
    - **Organizing Chairperson** - Interactive session on `Common Psychiatric Disorders in Primary Care', Kuala Lumpur (24<sup>th</sup> November 2002)
    - **Organizing Chairperson** – Continuous Professional Development Weekend Course for PUSRAWI Medical Officers, Port Dickson, 2001 / 2002
    - **Co-organizer, facilitator and trainer** in Breastfeeding Counseling WHO/UNICEF Courses for Doctors and Nurses (1994,1995)
      - Successfully organized and trained more than 50 health professionals in Breastfeeding Counseling courses

## **ACADEMIC LEADERSHIP / MANAGEMENT IN PREVIOUS POSITION (IMU):**

- **Coordinator of Family Medicine in Medical Sciences program (Nov 2002-2006)**

Contributed a key role in development and implementation of the **Rotation Postings in Family Medicine for Semesters 2, 3 and 4** which include:

- **Planning** of posting in government health clinics and private general practitioners for pre-clinical students
- **Implementation :**
  - recruitment of general practitioners as Family Medicine Teachers of IMU
  - traveled to the area, briefed & motivated staff (in government health clinics),
  - handled complaints and motivated students
  - developed log books & study guides for students, guides for healthcare staff, and guide for general practitioners (including guide accessibility through IMU web-site)
  - organization of teaching faculty for teaching sessions
  - delivered briefings and most importantly, directed students towards correct perspectives during debriefing sessions
  - assessment of students and feedback
  - organized multiple CPD sessions / meetings to various groups of GPs and healthcare staff to ensure smooth-running of the program
- **Evaluation** of the program in family medicine / general practice clinics in early medical education

The program received very good feedback from students and health-care staff (especially GPs)

- **Coordinator of Communication Skills Training in Family Medicine ( 2002 – 2006)**
  - Re-structured and improved training in communication skills of Semester 6 and 8 students during Family Medicine postings:
    - Reviewed teaching methodologies and developed numerous video clips on doctor-patient consultation
    - Developed numerous student guides and role-play scenarios for usage during communication skills training
    - Improved (plus instruct, coordinate and review) the use of videotaping to capture consultation skills for Semester 6.
  - Instrumental in introducing and strengthening the `CSU sessions` for Semester 8. These sessions utilize role-playing as their delivery method, and focus on acquiring `challenging skills` in a safe environment.
- **Coordinator of Maternal, Child Health and Care of Women in Family Medicine.**
  - Strengthened teaching-learning activities on this area for Semester 6 and 8 postings ( briefing, facilitator of student presentation/ tutorial, clinic teaching, assessment)
- **Participating Member in Management Family Medicine Department of IMU**
  - Contributed actively in family medicine curriculum review, budget planning & management, departmental meetings, and other tasks.

## **ACADEMIC COMMITTEES AND CONTRIBUTIONS IN IMU:**

- Member – Portfolio Task Force in Phase 1 (2006)
- Study guide developer on Lipid Disorders, 2006
- Member- Committee on Counselling Services for Students, 2005
- Member - IMU 8 Outcome (Communication Skills) Committee (2003-2004)  
*Contributed and helped IMU in curriculum reviews in the area of communication skills*
- Member of the Community Rotation Placement Committee (General Practice, Clinical Skills Unit, Community Medicine, Laboratory) for the Undergraduate Medical Program, (2003-2004)
- Participation and contribution in IMU Curriculum Workshops:
  - *Workshop on Medical Education “Good Enough? Setting Standards in Medical Education” , 14<sup>th</sup> September, 2005*
  - *Workshop on Closing the Loop of Outcome –based Curriculum in IMU*
  - *Workshop on Implementation of Outcome-Based Curriculum In IMU Saturday, 14 August 2004*
  - *Workshop on Professionalism in Medicine-as resource person of Working Group on Communication Skills, 24 April 2004*
  - *Workshop on “Review of the IMU Outcomes and Implementation of Semester 1” – 8 March 2004*
  - *15<sup>th</sup> Academic Council Meeting- Working group on Assessment and Student Transfer – 15-17 April 2004*
  - *IMU Curriculum review Workshop – 20 & 21 June 2003*
  - *Clarifying Learning Outcomes and Values of the IMU – 23 April 2003*
  - *Workshop on Study Guides and Task Based Learning – 1 March 2003*
  - *4<sup>th</sup> PEAC meeting – Workshop On Outcome Based Education – workshop participant -16 January 2003*

## **OTHER LEADERSHIP POSITIONS**

- **Head of PRI Felda Branch Clinic** (1995-96) and later as **Head of OPD Medical Officer(2002)**, Hospital PUSRAWI Sdn Bhd
  - Was responsible for supervision of the clinics. Contributed to development and introduction/improvement of new services/facilities, community programs, organized numerous health education activities and lactation/CPD courses for medical personnel.
- **Head of Unit, Health Education Unit, Health Department, DBKL** (July 1992-Feb 1994) -
  - Administrative & supervisory responsibilities towards other 10 members of staff. Responsible for planning and implementation of health education activities for various groups of the public in Kuala Lumpur.
- **Council member of Academy of Family Physicians of Malaysia** (for sessions of 2001, 2002 , 2003 , 2004 , 2009)
- **Chair** of publication committee & **Editor** ‘*The Family Physician*’ – Official journal of the Academy of Family Physicians of Malaysia–2001, 2003

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| <b>Section I</b> | <b>Consultancy, Professional &amp; Community Activities</b> |
|------------------|-------------------------------------------------------------|

## **CONSULTANCY ACTIVITIES**

### **1. The Malaysian Medical Council (MMC) / Malaysian Qualifications Agency (MQA), as Medical Program Accreditation Panel (2008 – current):**

- **Member**, Full Accreditation visit of Medical Program: Bachelor of Medicine and Bachelor of Surgery, University of Malaya, 20<sup>th</sup> – 22<sup>nd</sup> November 2017
- **Member**, Monitoring visit of ‘Bachelor of Medicine, Bachelor of Surgery and Bachelor of Obstetrics’, in collaboration with University of Ireland, Ireland (FA 4397), Penang Medical College, Pulau Pinang; 26<sup>th</sup> October 2017
- **Chairperson, Monitoring** visit of MD Program, Universiti Putra Malaysia, 27<sup>th</sup> & 28<sup>th</sup> July 2017
- **Secretary**, Monitoring Visit of Medical Program: Bachelor of Medicine, Bachelor of Surgery (MBBS), (A 11523) School of Medicine, Taylors University, 14<sup>th</sup> – 15<sup>th</sup> July 2016
- **Member**, Full Accreditation of Medical Degree Program (MB BCh BAO, 5+0 in collaboration with RSCI), (MQA/FA 0734) Perdana University, 11-13 April 2016
- **Chairperson**, Monitoring Visit of Medical Program: Bachelor of Medicine, Bachelor of Surgery (MBBS) Programme (MQA/FA 5540) Faculty of Medicine and Health Sciences, University Tunku Abdul Rahman (UTAR); 4<sup>th</sup> – 5<sup>th</sup> April 2016
- **Secretary**, Monitoring Visit of Medical Program: Bachelor of Medicine and Bachelor of Surgery, AIMST University, Bedong Kedah; 28<sup>th</sup>-29<sup>th</sup> March 2016
- **Member**, Full Accreditation (Re-accreditation) Visit of Medical Program: Doctor of Medicine (MD), UKM-UNPAD Programme (MQA/FA 1055); Faculties of Medicine, Universiti Kebangsaan Malaysia and Universitas Padjadjaran, Bandung, Indonesia; 30<sup>th</sup> November – 3<sup>rd</sup> December 2015
- **Secretary**, Full Accreditation Visit of Medical Program: Bachelor of Medicine, Bachelor of Surgery (MBBS) Programme (A 9561), University Tunku Abdul Rahman (UTAR); 27<sup>th</sup> to 29<sup>th</sup> January 2015
- **Member**, Full Accreditation (Re-accreditation) Visit of Medical Program: Doctor of Medicine (MD), (MQA/FA 1055); Faculties of Medicine, Universiti Kebangsaan Malaysia; 18<sup>th</sup> November – 20<sup>th</sup> November 2014



- **Secretary**, Full Accreditation Visit of Medical Program: Bachelor of Medicine and Bachelor of Surgery, Newcastle University Malaysia, 11<sup>th</sup> – 14<sup>th</sup> May 2014
- **Secretary**, Full Accreditation Visit of Medical Program: Bachelor of Medicine and Bachelor of Surgery, AIMST University; 9<sup>th</sup>-10<sup>th</sup> October 2013
- **Chairperson**, Full Accreditation Visit of Postgraduate Program: Master of Science (Anti-Aging, Aesthetics and Regenerative Medicine); UCSI University; 26-27 June 2013
- **Secretary**, Full Accreditation (Re-accreditation) Visit of Medical Program: Doctor of Medicine (MD) Programme (A 4477), Faculty of Medicine & Health Sciences, UCSI University; 12<sup>th</sup> - 15<sup>th</sup> May 2013
- **Secretary**, survey visits to Lincoln University College:
  - Post-enrollment Monitoring Visit of Medical Program (MQA/PA 0927); 29<sup>th</sup> 30<sup>th</sup> April 2013
  - Monitoring Survey / Preparedness for Clinical Phase; 13<sup>th</sup> to 16<sup>th</sup> July 2013
  - Readiness for Program Commencement (MQA/PA 1561 & MQA/PA 1562); 1<sup>st</sup> October 2013
- **Member**, Review Panel of Recognition of Medical Programmes: Shanghai Medical College of Fudan University and Shanghai Jiao Tong University School Of Medicine, Shanghai, China; 7-10<sup>th</sup> March 2013
- **Member**, Full Accreditation Visit of Medical Program: Faculty of Medicine, **University Teknologi MARA**; 25-28<sup>th</sup> February 2013
- **Secretary**, MMC Recognition Survey Team: SS Institute of Medical Sciences & Research Center (**SSIMS & RC**), Devangere, Karnataka, India; 12 and 13<sup>th</sup> July 2012
- **Member**, MMC Recognition Survey Team: Jagadguru Jayadeva Murugarajendra Medical College (**JJM Medical College**), Devangere, Karnataka, India; 11-12 July, 2012.
- **Member**, MMC / MQA Monitoring Visit: for the 'Bachelor of Medicine and Bachelor of Surgery (MBBS)' Programme, **Universiti Tunku Abdul Rahman**; 3<sup>rd</sup> & 4<sup>th</sup> April 2012
- **Observer Member**; Pre-approval Visit: Medical Program of **Taylors University College**; July 2010
- **Observer Member**; Full Accreditation Visit of Medical Program; **University Putra Malaysia**; December 2008

2. **Member, Medical Education Committee, Malaysian Medical Council;** 20 September 2017 - current
3. **Member, Sub-Committee on Postgraduate Education, Malaysian Medical Council;** 20 Mac 2018 - current
4. **Member, Committee of the Malaysian Higher Education Institutions Quality Assurance Network (MyQAN) 2013 – 2017.**

MyQAN is a peer network of quality assurance representatives of higher education institutions (HEIs) in Malaysia with the aim to nurture a sustainable and matured quality assurance system and culture among higher education institutions in Malaysia. By being a membership of MyQAN, enables the university to understand and discuss the challenges facing HEIs in managing internal quality assurance and how to overcome them, earn and share good practices to strengthen internal quality assurance, contribute to nurturing education quality in Malaysia and beyond as well as engage with the authorities on matters of strategic importance to the institution.

CUCMS is proud not only in being a member of the MyQAN, but has served – represented by the Director of the Quality Management and Enhancement Center - as an elected Committee Member since 2013.

5. **Member,** Review Committee on Guidelines for Accreditation of the Malaysian Undergraduate Medical Education Programmes, Malaysian Medical Council; 2014 – 2018
6. **Member,** Review Committee on Rating for Accreditation of the Malaysian Undergraduate Medical Education Programmes, Malaysian Medical Council; 2014 - 2018
7. **Member,** Board of Study, Doctor of Veterinary Medicine, CUCMS (January 2017)
8. **External Advisor,** Faculty of Medicine, Masterskills University College of Health Sciences (Asia Metropolitan University); 1 May – 31 October 2016
9. **Advisory Panel,** Pre MMC Monitoring Visit of Medical Program, Asia Metropolitan University, Muar Clinical Campus; 22<sup>nd</sup> September 2015
10. **Member,** Vetting Committee on Ethical Marketing of Infant Formula Products, (*Jawatankuasa Penapisan Tata Etika Pemasaran Makanan Bayi Dan Produk Berkaitan Tahun*) Ministry of Health; 2011 - 2016
11. **External Examiner,** First Professional Examination (Part 2), MBBS Program, International Medical University, Malaysia, May 2014.
12. **CUCMS Representative** - Malaysian Qualifications Agency (MQA) Workshop on Discipline-Based Rating System (D-SETARA) – 19 July 2011
13. **CUCMS Representative** – Seminar on Accreditation of Prior Experiential Learning; by MQA, 10 March 2011

14. **CUCMS Representative** – *Rundingan Dengan Pihak Berkepentingan Berkenaan Sistem Penarafan Institusi Pengajian Tinggi Malaysia (SETARA) 2009*; 15<sup>th</sup> August 2009, Shah Alam
15. **Member**, Post-graduate Training in Family Medicine Committee, MOH-AFPM, 2006
16. **Expert Panel**, Clinical Practice Guidelines for Termination of Pregnancy; 2004-2006
17. **Member**, National Advisory Committee for Prevention and Control of Cervical Cancer – 2006

## **CLINICAL SERVICES**

- An experienced family physician with excellent skills in the process and content of family medicine (Total of more than 22 years' experience in family medicine / primary care – inclusive of more than 15 years' experience in full-time academic family medicine)
- Special interest and expertise in human lactation, reproductive & women's health, travel medicine, chronic disease care, preventive care and general counseling & medical communication and medical education.
- \* **2005 - 2014:**  
**Consultant Family Physician**  
Klinik Pakar Perubatan An-Nur,  
22, Medan Pusat Bandar 1, Seksyen 9, 43650 Bandar Baru Bangi, Selangor.  
*(Private practice – 4 hours per week)*
- \* **2007 – 2015:**  
Clinical services to ambulatory patient in Klinik Kesihatan Bangi & Klinik Kesihatan Dengkil, (Government Primary Health Clinic)  
*(Provide Family Medicine Specialist's care in management of mainly complicated chronic diseases, acute illnesses and preventive care in Out-patient and Maternal-child-health units of the clinics)*
- \* **2002 – 2006:**  
Regular clinical services to ambulatory patient in Klinik Kesihatan Ampangan & Klinik Kesihatan Seremban, Klinik Kesihatan Rantau (Government Primary Health Clinic) – average two mornings per week  
*(Provide Family Medicine Specialist's care in management of mainly complicated chronic diseases, acute illnesses and preventive care in Out-patient and Maternal-child-health units of the clinics)*
- \* 1989 – 2002 (13 years)  
Full-time employment / clinical services in government and private primary care clinics

### **CORPORATE and COMMUNITY CONTRIBUTIONS IN CUCMS:**

- Secretary, Surau Action Committee, CUCMS (2013)
- Regular member of Student Interview Panel (2006-current)
- Regular contributions in CUCMS marketing activities (education fairs) / Open Day (2006-current)
- Regular counseling sessions and medical consultations for undergraduates and staff (2006 – current)

### **Corporate and community activities (IMU)**

- Regular counseling sessions and medical consultations for undergraduates and staff (2002 – 2006)
- Regular member of Student Interview Panel (2002-2006)
- Regular contributions in IMU marketing activities (education fairs) / IMU Open Day (as speaker and student counselor) (2002-2006)
- Organizing committee & MC, “Appreciation Dinner for General Practitioners”, 14<sup>th</sup> January 2006, Sheraton Subang
- Organizing Committee of IMU Convocations in August 2003, May 2004 and May 2006 (as MC)
- Student advisor -“Deepa-Raya Celebration” , IMU-Clinical School (CS), November 2005
- Student advisor – “Buka-puasa Gathering” IMU-CS, October 2005
- Member – working group on Balanced Scorecard – in Leadership 22 Program – April- June 2004
- Chairperson of Domestic Enquiry Panel – 24-25 December 2004
- Organizing Committee – IMU Opening Ceremony of Batu Pahat Campus 2003
- Organizing Committee – Joint Chinese New Year / Hari Raya Celebration, IMU Clinical School, 2003
- Organizing Committee & Chairperson Health Camp Committee Charity Run & Carnival “Sesama Dengan Masyarakat” 2003 (4, 5 and 18 Oct 2003)- Organized health checks, talks, exhibitions & blood donation drive
- Member of Wellness Committee (2002-2003)
- Committee member, CS stall for “Sesama Dengan Masyarakat” 2002

## Professional contributions and activities

1. **Malaysian Medical Association – Life member**
2. **Puspanita Malaysia – Life member**
3. **Malaysian Association of Education in the Medical and Health Sciences (MAEMHS):**
  - a. **Ordinary member** – since 2013
  - b. **Life Member** – since 2016
  - c. **Executive Committee Member** 2013 – current
  - d. **President** – 2017-2019
4. **The Academy of Family Physicians Malaysia (AFPM):**
  - a. Ongoing contributions as Member of Council and other leadership / professional activities (see previous sections)
  - b. **Member** (MAFP) since 1999 (**Associate member** 1994 -1998)
  - c. **Committee Member**, Chapter of Family Medicine Teachers of the AFPM – 2002-2003
  - d. **Organizing committee**, Annual Scientific Meeting of Academy of Family Physicians of Malaysia — July 17-18, 2004
  - e. **Chair**- Reproductive and Women’s Health Interest group 2004/5
  - f. **Member** - AFPM Primary Care Research Group
  - g. **Chairperson, Scientific Committee, Annual Scientific Meeting 2012, AFPM**
  - h. **Chairperson, Chapter of Teachers, AFPM, 2012-2013**
  - i. **Member of Council of AFPM** – 2000-2004, 2012
5. **Royal Australian College of General Practitioners:**
  - **Associate member** since 1999.
  - **Fellow** since 2000
- **Association for the Study of Medical Education (ASME)**
  - **Member** since January, 2012
- **World Organization of Family Doctors (WONCA) - Asia Pacific:**
  - **Editorial Board Member** - Asia Pacific Family Medicine Journal (2001-current)
  - **Chair of Publicity**, Organizing Committee of World Organization of Family Doctors 12<sup>th</sup> Asia Pacific Regional Conference 31<sup>st</sup> March – 4<sup>th</sup> April 2002
  - **Organizing Committee** , Family Doctors (WONCA) Asia Pacific Regional Training of Teachers Workshop, Kuala Lumpur, 16-18 April 2004
- **Breastfeeding Advisory & Lactation Consultants’ Association of Malaysia:**
  - **Vice-president** ( 2005)
  - **Life Member** ( from 2004)
  - **Committee member, Breastfeeding Counselor** (1992-2000)
  - **Vice-Chair** (2001)
  - **National Organizing Committee** of World Breastfeeding Week – 1993, 1994, 1998, 2001
  - **Member** - Breastfeeding at Workplace Committee
  - **Organizing committee** of numerous public health education activities & campaigns. (1992 – 2001)

- **Parent-Teacher Association (PTA):**
  - **Chair of PTA** Sek. Keb. Taman Kepong, Kuala Lumpur (2000/2001)
  - **Vice-Chair of PTA** Sek. Keb. Taman Kepong, Kuala Lumpur (1999/2000)

### Public / Media & Other Community Activities

- **Radio/ Television interviews**
  - “Penyusuan Anak Angkat” – **Guest Speaker**, TV Talk Show (Wanita Hari Ini), TV3, Friday, 12<sup>th</sup> January 2007
  - “Susu Ibu Makanan Terbaik Untuk Bayi” – Radio 1, RTM; 22<sup>nd</sup> May 2002 - **Guest Speaker**
  - “Penyusuan Susu Ibu” – TV1 Talk Show (Jendela Pagi) – 2<sup>nd</sup> August 2001 - **Guest Speaker**
  - “Penyusuan Bagi Ibu Bekerja” - TV3 Talk Show (Bincang Petang), 27<sup>th</sup> February 2001 - **Guest Speaker**
  - “Kesihatan Mental bagi Remaja” TV3 Talk Show (Bincang Petang), 5<sup>th</sup> March 2001 - **Guest Speaker**
  - “Penyusuan Susu Ibu” TV1, 1994,1995 - **Guest Speaker**
- **Press**
  - “Penggunaan `Baby-walker` di Kalangan Bayi” – Media Interview ( Millenia Muslim) Jun 2004
  - “Susu Ibu Hindarkan Penyakit Anemia: Media Interview ( Ibu Magazine ) Jun 2001
  - “Sentuhan Pertama dengan Susu Ibu “ – Media Interview (Anis magazine) February 2001
  - “Istimewanya Susu Ibu..”- Media Interview ( *Mingguan Wanita*) January 2001
  - “Susukan bayi: Ibu perlu keyakinan diri”- Media Interview (*Berita Mingguan*) December 2000
  - “*Susu Ibu Makanan Ajaib*” – Media interview (*Ibu magazine*) December 1994
- **Speaker of Public talks/forums**
  - “Penjagaan Kesihatan Keluarga“ – Kumpulan Utusan, Bangi 26 Julai 2006
  - “Pemeriksaan Kesihatan Berkala” – Hari Terbuka Hospital Pakar An-Nur, September 2005
  - “Successful Breastfeeding Management” in Public Forum - World Breastfeeding Week, August 1<sup>st</sup> 2004 – University Malaya
  - “Breastfeeding” in “Sesama Dengan Masyarakat” Health Camp and talk, Seremban, October 18, 2003
  - “Reproductive Health and Family Planning: –Islamic Parenting Course, International Islamic university, 2001-2002
  - “Penjagaan Kesihatan Wanita” – Bangsar 2001
  - “Penyusuan Susu Ibu “ , Pusat Rawatan Islam, Jan 2001
  - “Knowing Asthma” – Kuala Lumpur, August 2001
  - “Breastfeeding and Health” – University Putra Malaysia, 2000
  - “Breastfeeding Seminar for Mums” – November 2000, Kuala Lumpur - Speaker
  - “Anak Susuan : Di mana ada kemahuan, Di Situ Ada Jalan” – Seminar Semurni Kasih, Kuala Lumpur 6 Ogos 1994 - speaker

- “Preparing to Breastfeed” – Public Forum on Breastfeeding 6<sup>th</sup> August 1994 – Speaker
- **Speaker** in numerous other public lectures/forums on: women and child health, immunization, Dengue fever, HIV & AIDS, smoking, *et cetera*. (1994 to 2003)



|                  |                                                                                         |
|------------------|-----------------------------------------------------------------------------------------|
| <b>Section J</b> | <b>Participation / Attendance at Continuous Professional Development (CPD) sessions</b> |
|------------------|-----------------------------------------------------------------------------------------|

**Education / Research / Management / Leadership CPD Sessions:**

1. 8<sup>th</sup> World Water Forum; Brasilia, Brazil; 18<sup>th</sup> – 23 March 2018
2. Senior Leadership Development Program, Minda Global Group – Feb – ongoing; 2018
3. Masterclass Workshop in Strengths Based Leadership by Alise Cortez, in Asia HRD Congress; 8 August 2017, Le Meridien Hotel, Putrajaya
4. Seminar on Internal-External Quality Assurance (SieQA 2017), Malaysian Qualifications Agency, Cyberjaya, 2017
5. Seminar Towards Workplace Competence in Healthcare Professions, by MAEMHS - CUCMS; 23<sup>rd</sup> November 2016
6. The 2016 MQA & IQA International Seminar on Quality Assurance of Higher Education; 17-18 October 2016
7. National Academic Colloquium: Globalizing Learning Through Massive Open Online Learning (MOOC), Universiti Teknologi MARA (UiTM); 23 August 2016
8. Bengkel Pengerusi Lawatan Akreditasi Sesi 2016, Malaysian Medical Council; 7 May 2016
9. Managing Corrective Action and Preventive Action for ISO 9001:2008 Training; CUCMS, 12 May 2016
10. 3<sup>rd</sup> Refresher Training of CUCMS Internal Auditors, CUCMS, 13 May 2016
11. Seminar on Internal-External Quality Assurance, (SieQA 2016), Malaysian Qualifications Agency, Petaling Jaya; 22 September 2016
12. Pre-Seminar Workshop on “Developing a Strategic Quality Management System (QMS) Embedding National Education Blueprint (Higher Education) and Institutional Strategic Direction”; MQA, 21 September 2016
13. ISO 9001:2008 Internal Audit Training (2<sup>nd</sup> Refresher), CUCMS; 7-8 October 2015
14. ISO 9001 QMS Lead Auditor Course; SIRIM/3 Systems Group Pty Ltd (Exemplar Global (RABQSA) Certified Training Provider; 9 – 13 February 2015
15. The Asia HRD Congress, Annual International Conference & Exhibition; Grand Hyatt Hotel, Dubai, United Arab Emirates; 8-11 June 2015
16. The Women Leadership Toolbox – Head, Heart and Soul, Connexion @ Nexus, Bangsar, Kuala Lumpur; 2015
17. Seminar on Internal-External Quality Assurance (SieQA 2015), Malaysian Qualifications Agency, Petaling Jaya, 2015
18. Seminar on Internal-External Quality Assurance (SieQA 2014), Malaysian Qualifications Agency, Petaling Jaya, 2014
19. 10<sup>th</sup> International Medical Education Conference (IMEC 2015, Work Preparedness – Collaborating for 21<sup>st</sup> Century Skills), by International Medical University, Kuala Lumpur; 22-24 April 2015
20. 12<sup>th</sup> Asia Pacific Medical Education Conference (APMEC) & 3<sup>rd</sup> ICFDHP – Enhancing Faculty Development at the Workplace: From Theory to Practice. 4-8<sup>th</sup> February 2015, Singapore
21. 9<sup>th</sup> International Medical Education Conference (IMEC 2014), by International Medical University, Kuala Lumpur; 13<sup>th</sup> – 15<sup>th</sup> March 2014
22. One Health Short Course on Curriculum Development for Emerging Pandemic Diseases; Putrajaya, 9 & 10 December 2013
23. Workshop on Curriculum Mapping and Core Competency for One Health / Emerging Pandemic Threats, Thistle Resort, Port Dickson; 23<sup>rd</sup> – 25<sup>th</sup> September 2013
24. Workshop on **BALDRIGE Performance Excellence Criteria for Higher Education**; Hotel Istana, Kuala Lumpur; 19<sup>th</sup> – 20<sup>th</sup> August 2013

25. Clinical Educators Workshop in Medical Ethics – with emphasis on constructing ethical case studies; 24<sup>th</sup>-26<sup>th</sup> June 2013, Kampus Kesihatan, Universiti Sains Malaysia, Kubang Kerian, Kelantan.
26. Generic Instructor Course (Training the Trainer) – by Advanced Life Support Group, Resuscitation Council, UK; UiTM Kuala Lumpur, 30 May – 01 June 2013
27. 8<sup>th</sup> International Medical Education Conference (IMEC 2013), by International Medical University, Kuala Lumpur; 13<sup>th</sup> – 15<sup>th</sup> March 2013
28. “Competing in the Digital Economy: How Excellence can Equip Organizations for Modern Competitiveness and Sustainable Performance”, 6<sup>th</sup> - 7<sup>th</sup> December 2012; Palace of Golden Horses, Kuala Lumpur Malaysia.
29. Leadership in Health Professions Education – “Enhancing Your Role As A Leader” – International Medical University, 16-20 April 2012.
30. Workshop on Standard Setting in Family Medicine Post-graduate Examination; Organized by the Academy of Family Physicians of Malaysia; Medical Academies Building, Jalan Tun Razak - 11 December 2011
31. Seminar on Accreditation of Medical Programs – Towards Quality and Progressive Medical Programs, by Malaysian Medical Council; Putrajaya, 1 October 2011
32. Franklin Covey’s Leadership – Great Leaders, Great Teams, Great Results Training Program; 22-24 August 2011 to Feb 2012; Petaling Jaya
33. 6<sup>th</sup> Congress of the Asian Medical Education Association (AMEA); Bukit Jalil, Malaysia; 24-26 March 2011.
34. Pre-Congress Workshop of the Asian Medical Education Association (AMEA), 23 March 2011:
  - a. Outcome Based Education And Curriculum Mapping
  - b. Imparting Clinical Reasoning
35. Study visit to St George’s University and King’s College University, London, UK – 25 Oct to 4 Nov 2010. Observed the following:
  - Problem-based Learning session for Year 1
  - Clinical Skills Training for Year 2
  - Clinical Examination (OSCE) for Year 4 – preparation, briefing and as observer in the exam
  - General Practice clinical attachment and class teaching for final year
  - Post-graduate training in General Practice / Family Medicine
36. International Medical Education Conference, IMU, 25<sup>th</sup> & 26<sup>th</sup> March 2010
37. Educational Leadership in a World of Change; Pre-conference Workshop of 7<sup>th</sup> International Medical Education Conference, IMU, 24 March 2010.
38. Mentoring: Passion to Care Training Workshop; 18-20<sup>th</sup> December 2009, Bukit Tinggi, Pahang.
39. “Asia Pacific Primary Care Research Conference”: Qualitative Research & Medical Writing; 5-6<sup>th</sup> December 2009; Malacca.
40. Workshop: “Transformation of 21<sup>st</sup> Century: The Impetus for Innovation Economy”; organized by Akademi Kepimpinan Pengajian Tinggi, Ministry of Higher Education, 30<sup>th</sup> November 2009, Glenmarie, Shah Alam. (Speaker: Professor Mohamed Zairi)
41. Talk: “Moving from Juran/Quality Trilogy to Excellence Trilogy”; organized by Akademi Kepimpinan Pengajian Tinggi, Ministry of Higher Education, 1<sup>st</sup> December 2009, Putrajaya. (Speaker: Professor Mohamed Zairi)
42. Study visit: Chettinad University / Health City, Chennai, India; 9<sup>th</sup> November 2009
43. Workshop on Student-Centered Team-based Learning; CUCMS; 29<sup>th</sup> July 2009
- 44. Essential Skills in Medical Education Course – organized by Association for Medical Education in Europe, Singapore, January - November 2008**
45. Celebration of Research: “Strengthening Linkages in Research”. International Medical University, 1 August 2008
46. 5<sup>th</sup> Asia Pacific Medical Education Conference, 24-28 January 2008; Singapore (including pre-conference workshops on Collaborative Learning in Small Groups, Problem-based Learning, and Essential Skills in Medical Education Course)

47. Bengkel Latihan Penilai Akreditasi Program Perubatan; organized by Majlis Perubatan Malaysia/Kuillyah Perubatan Universiti Islam Antarabangsa; 12-13 Disember 2007; Kuantan Pahang, Malaysia
48. International Medical Education Conference. 20-21 April 2007 (plus Pre-Conference Workshop on 19 April 2007-Outcome-based Education). Organised by IMU at Crowne Plaza Mutiara Hotel, Kuala Lumpur.
49. 4<sup>th</sup> Symposium on Medical Education: "Medical Education at the Crossroads: Opportunity for Change". MMA/UPM, Legend Hotel, Kuala Lumpur. 8 September 2007
50. Seminar on Quality Assurance in Medical Education. AIMST University, Semeling, Kedah. 31<sup>st</sup> August 2007
51. **Post-graduate Certificate in Medical Education – graduated on 30 May 2007** (*Topics undertaken are as in Appendix 1*)
52. Train the Trainers Workshop organized by Academy of Family Physicians of Malaysia. 3rd September 2006. Hilton Hotel, PJ
53. Pre-Congress Workshop: "MCQs and Assessment of Medical Students". 10<sup>th</sup> August 2006, PICC / UiTM
54. "Medical Writing Workshop: How to get your research findings published?" 14<sup>th</sup> April 2006, University Malaya, KL
55. Workshop on "Good Enough? Setting Standards in Medical Education"; IMU, 14<sup>th</sup> September 2005
56. Study Visit to Jefferson Medical College, Philadelphia, United States of America, 11-18 October 2004
57. Workshop on Research Network Development for WONCA Asia Pacific Region – 25-27<sup>th</sup> February 2005, Genting Highlands
58. SPSS Course, IMU – September 2004
59. AFPM Primary Care Research Group -1<sup>st</sup> Workshop, Kuala Lumpur – 19<sup>th</sup> September 2004
60. Workshop on "Communicating Organisational Strategies" , IMU – June 29-30, 2004
61. Managing People Course – Intermediate. IMU, 6 April 2004
62. **L22 Leadership Development Program of IMU**– March 2004 – June 2004
63. Assessment in Family Medicine Course (AFPM), 2003
64. Seminar: "Trends in Modern Medical Education" – IMU, KL 16<sup>th</sup> January 2003
65. Seminar: "Trends in Postgraduate Medical Education: the Way forward for Malaysia ;, KL 17<sup>th</sup> January 2003
66. PBL Facilitator Training Workshop, IMU, 6<sup>th</sup> January 2003
67. Good Clinical Practice Course, IMU, 25- 27 July 2003
68. Kongress Kebangsaan Sains dan Teknologi Melayu II- Pemikiran dan Bahasa S&T" – Kuala Lumpur, 27 Jun 2003
69. "Qualitative Methods in Medical Research"- Pre-conference workshop in 4<sup>th</sup> MOH-AMM Conference 9<sup>th</sup> Oct 2002
70. *Post -WONCA Conference Workshop - "Preparing General Practitioners as Excellent Vocational Mentors & Examiners"*, Genting Highlands (2002, 4<sup>th</sup> – 6<sup>th</sup> April).
71. *Leadership and Supervisory Course, Pusat Rawatan Islam, Kuala Lumpur* (2002, 28<sup>th</sup> February).

#### **Family Medicine / other Medical CPD Sessions:**

72. The National Conference on Primary Healthcare in Malaysia, 14-16<sup>th</sup> April 2008, Sunway Convention Centre, Petaling Jaya
73. Annual Scientific Meeting, Academy of Family Physicians of Malaysia, 21<sup>st</sup> – 23<sup>rd</sup> April 2006, Concorde Hotel, KL
74. "Bengkel Latihan Pengambilan Pap Smear 2006 – Peringkat Zon Tengah" – 3<sup>rd</sup> April 2006
75. Workshop on: Celebrating Teaching Excellence, IMU 30<sup>th</sup> March 2006
76. Convention on Quality Assurance, National Level, MOH Malaysia, 14-14<sup>th</sup> November 2005, Holiday Villa, Subang
77. 3<sup>rd</sup> Asia Pacific Conference on Reproductive and Sexual Health, 17<sup>th</sup> to 21<sup>st</sup> November 2005, Sunway Pyramid Convention Center

78. The 4<sup>th</sup> General Practice Workshop on “Audit in general Practice”, Univ Putra Malaysia, 24<sup>th</sup> September 2005
79. Workshop for Trainers and Trainees of Academy of Family Physicians of Malaysia, Kuala Lumpur 4<sup>th</sup> September 2005
80. 8<sup>th</sup> Penang Scientific Conference for General Practitioners. 16-18<sup>th</sup> September 2005, Penang
81. 32<sup>nd</sup> Annual Scientific Meeting of the Academy of Family Physicians of Malaysia, Shah Alam 15-17<sup>th</sup> April 2005
82. Seminar on Integrating Comprehensive Reproductive Health Services Within the Primary Health Care System- 10 Mac 2005, Kuala Lumpur
83. 13<sup>th</sup> Congress of the Federation of Asia and Oceania Perinatal Societies & 11<sup>th</sup> Annual Congree of the Perinatal Society of Malaysia – Kuala Lumpur, 14<sup>th</sup>-18<sup>th</sup> April 2004 (Pre Congress Workshop)
84. 1<sup>st</sup> National Conference on Primary Care – Kuala Lumpur –(31<sup>st</sup> May-2<sup>nd</sup> June 2002)
85. 2<sup>nd</sup> Malaysia – Singapore Allergy Workshop & Rhinosinusitis Course, Kuala Lumpur (2002, 4<sup>TH</sup>& 5<sup>TH</sup> May)
86. *World Organization of Family Doctors (WONCA) 12<sup>th</sup> Asia Pacific Regional Conference*, Kuala Lumpur (2002, 31<sup>st</sup> March – 4<sup>th</sup> April).
87. *Advances in Neuroscience & Infectious Disease Management Seminar*, Ho Chi Minh City (2002, 22<sup>nd</sup> – 25<sup>th</sup> February).
88. ***Estrogen Deficiency and the Menopause : A Self-assessment Program and Scientific Update***, Columbia University (Distance Learning) (Completed in Dec 2001).
89. *Basic Obstetrics Ultrasound Course*, Kuala Lumpur (2001,Nov).
90. *Seminar in Cardiovascular Therapaeutics*, Petaling Jaya (2001, 3-4<sup>th</sup> Nov).
91. *1<sup>st</sup> Sunway Urology Course for Primary Practitioners*, Petaling Jaya (2001, October).
92. *Novartis Medical Update Meeting*, Port Dickson (2001, 31<sup>st</sup> Aug –2<sup>nd</sup> September).
93. *Pre-Congress Workshop on Human sexuality & Sexual Health*, Kuala Lumpur (2001, 21<sup>st</sup> August).
94. *35<sup>th</sup> Malaysia-Singapore Congress of Medicine – Women’s Health*, Kuala Lumpur (2001, 22<sup>nd</sup> - 26<sup>th</sup> August).
95. *4<sup>th</sup> Annual Congress of the Malaysian Thoracic Society : Respiratory Infection – Challenges in the New Millennium*, Kuala Lumpur (2001, 29<sup>th</sup> June – 1<sup>st</sup> July).
96. *Asia Asthma Forum : Asthma Control into the 21<sup>st</sup> Century*, Bangkok, Thailand (2001, 16<sup>th</sup>-17<sup>th</sup> June).
97. *1<sup>st</sup> Sunway Urology Course for Primary Parctitioners*, Petaling Jaya (2001, 14<sup>th</sup> October)
98. *1<sup>st</sup> Sunway Cardiac & Vascular Conference*, Petaling Jaya, (2001, 12-13<sup>th</sup> May).
99. *Family Physicians’ Workshop in Schizophrenia and other Behavioural & Psychological Disturbances*, Petaling Jaya ( 2001, April).
100. “ *Role of General Practitioners in Hepatitis C Treatment*” Weekend lecture, UKM, (29<sup>th</sup> April 2001)
101. *Infectious Disease Update*, Hong Kong (2000, April).
102. *Training Seminar On Climacteric Menopause*, Petaling Jaya ( 2000, Jan).
103. *1<sup>st</sup> ASEAN Conference on Primary Health Care*, Kuala Lumpur (1999, March).
104. ***Asthma in Family Practice Course***, (With distance learning modules) Kuala Lumpur (1999, May) .
105. *12<sup>th</sup> Annual Postgraduate Medical Refresher Course- Monash University*, Penang. (1999, July).
106. ***Certificate Course in Dermatology for Primary Care Physicians***, Kuala Lumpur (1999).
107. ***Vocational Training Programme in Family Practice (AFPM)***, Kuala Lumpur (1998-1999).
108. ***Postgraduate Diploma in Reproductive Medicine (UPM)***, Kuala Lumpur (Examination in 1995, Viva for UPM degree in 1998).
109. *Teaching course for Family Physicians*, Kuala Lumpur (1998, Nov.).
110. *1<sup>st</sup> National Symposium on Headache and Facial Pain*, Kuala Lumpur (1998, Nov.).
111. *Seminar and Workshop “Breastfeeding The Best Investment”*, Kuala Lumpur (1998, Aug.).
112. *Breastfeeding Updates Seminar*, Kuala Lumpur (1998, Aug. 7<sup>th</sup>).

113. *Workshops in Rheumatology*, Langkawi (1998, 1<sup>st</sup>–3<sup>rd</sup> May).
114. *Geriatrics in Family Medicine Course*, Kuala Lumpur (1998, March).
115. *Effective Supervision – Feb 11 –12 1993*
116. 1999 to 1989: *Courses in Paediatrics, Obstetrics & Gynaecology, Respiratory Medicine, Osteoporosis, Computer, Lactation Management* ( Trainer's course in WHO/UNICEF Breastfeeding Counselling in 1994 April)

end

Appendix 1  
**Units of Study Undertaken for  
Post-graduate Certificate and Post-graduate Diploma in Medical Education,  
University of Dundee**  
*(via self-study units and completion of assignments for each unit - 2006 - 2012)*

**A. Curriculum Development**

- i. Principles of Curriculum Development
- ii. Approaches to Curriculum Planning
- iii. Aims, Objectives and Competences
- iv. Quality Assurance
- v. Trends in Curriculum Development
- vi. Teaching, Learning and Assessing Professionalism
- vii. Curriculum Evaluation
- viii. Needs Analysis
- ix. Problem-based learning

**B. Teaching and Learning**

- i. Principles of Teaching & Learning
- ii. Teaching Methods
- iii. Mentoring and Student Support
- iv. Clinical Teaching
- v. Clinical Teaching – Ward-based Teaching
- vi. Clinical Teaching – Ambulatory Care Teaching
- vii. Distance Learning
- viii. Lifelong Learning
- ix. Structured Learning in Clinical Ethics

**C. Assessment**

- i. Principles of Assessment
- ii. Assessment Instruments
- iii. Giving Feedback
- iv. Self-assessment
- v. Self-assessment in the Teaching Process
- vi. Objective Structured Clinical Examination
- vii. Work-based Assessment
- viii. Portfolio Assessment
- ix. Standard Setting

**D. Instructional Materials Development**

- i. Study Guides

**E. Research**

- i. Research Awareness
- ii. Approaches to Research
- iii. Designing and Administering Questionnaires
- iv. Interpretation and Presentation of Data
- v. Sampling

**F. Special Options and Other Topics**

- i. Issues in Medical Education: Best Evidence Medical Education
- ii. Staff Development for Health Professions Education
- iii. Continuing Education for the Health Professions
- iv. Study Skills Courses
- v. Learning and Teaching Cultural Competence in General Practice
- vi. Doctors in Difficulty
- vii. Teaching Communication Skills