



Our Ref. : IIUM/202/4/1
Date : 25th May 2026

All Deans / Directors
Kulliyahs / Centres / Divisions / Institutes / Offices / Mahallahs
International Islamic University Malaysia

Dear YBhg. Dato'/Prof./Dr./Sir/Madam,

Assalamualaikum Warahmatullahi Wabarakatuh

STAFF SERVICE CIRCULAR NO. 10/2026

POST BASIC INCENTIVE PAYMENT FOR CLINICAL STAFF WHO HOLD A POST BASIC CERTIFICATE OR ADVANCED DIPLOMA IN THE FIELD OF CRITICAL CARE AND OTHER SPECIALIZED CLINICAL FIELDS

1. OBJECTIVE

The objective of this circular is to notify all Deans/Directors of the Kulliyahs / Centres / Divisions / Institutes / Offices / Mahallahs pertaining to the Post Basic Incentive Payment for clinical staff who hold a Post Basic Certificate or Advanced Diploma in Critical Care and other specialised clinical fields.

2. BACKGROUND

2.1 Post Basic Course is the course or training in critical and specialised care for paramedics, conducted by the Ministry of Health Malaysia (MOH). The paramedic trainee must complete and to successfully pass the final examination as follows:-

- i) Post Basic Course of six (6) months; or
- ii) Post Basic Course of twelve (12) months; or
- iii) Advance Diploma of twelve (12) months.

2.2 The SSC (previously known as Staff Service Board) Meeting No. 3/2010 on 1st July 2010 had adopted the Public Service Department Letter ref. JPA (S) (BGE) 63/111/1 Klt. 5 (13) dated 27th September 2007 and ref. JPA (S) 63/111/1 Klt. 5 (41) dated 28th March 2008 on the payment of Post Basic Incentive Payment (PBIP) to paramedics who possessed the Post Basic qualification in the related fields at the rate of RM100.00 per month.



2.3 The SSC Meeting No. 2/2015 on 11th May 2015 decided to adopt the decision of the Ministry of Education through its letter ref. KPT.S.500-18/2 JLD. 14 (9) whereby the payment of PBIA is extended to paramedics in Higher Learning Institutions and University Hospital, with Post Basic qualification and performing duties on full time basis in the field of critical care and specialised clinical based on the following conditions and rate:-

- i) Eligible for only one (1) Post Basic Incentive Payment even though the paramedic may have more than one Post Basic Certificate;
- ii) Paramedics with Post Basic certificate is eligible to be paid the Post Basic Incentive Payment regardless of the place of duty as long as the paramedic is using his/her skills and expertise in the field of post basic;
- iii) Paramedics with Post Basic Certificate involved in treating patients with mental disorder, tuberculosis and leprosy is eligible for only one allowance based on the higher rate;
- iv) The rate of Post Basic Incentive Payment is RM100.00 per month;
- v) The list of recognised critical and clinical fields of Post Basic that eligible for Post Basic Incentive Payment is subject to the Ministry of Health Malaysia;
- vi) The Post Basic courses in critical and clinical fields conducted by the Higher Learning Institutions and University Hospital need to be equivalent to the Post Basic training conducted by the Ministry of Health Malaysia; and
- vii) Recommended by the Head of Department

2.4 The Public Service Department's Letter ref. JPA (S) (BGE) 63/111/1 Klt. 5 dated 27th September 2007 and ref. JPA (S) 63/111/1 Klt. 5 (41) dated 28th March 2008 had listed the following critical areas of critical care and areas of clinical specialization approved for the PBIP:

No.	Field	No.	Field
1	Anaesthesia	14	Oncology Treatment
2	Computerised Tomography	15	Ophthalmic Treatment
3	Coronary Treatment	16	Orthodontics Treatment
4	Cytology	17	Orthopaedics Treatment
5	Emergency	18	Otorhinolaryngology Treatment
6	Gerontology Treatment	19	Paediatric Treatment
7	Homeostasis	20	Paranaesthesia Treatment
8	Intensive Care Treatment	21	Periodontal Treatment
9	Midwifery	22	Preoperative Treatment
10	Mouth Operation (<i>Maxillofacial</i>)	23	Psychiatry Treatment
11	Musculoskeletal	24	Public Health Nursing
12	Neonatal Treatment	25	Renal Treatment
13	Neuroscience Treatment	26	Transfusion Medicine

2.5 As placement for the post-basic training at MOH is very limited, the SSC in its various meetings had recognised the post basic course issued by UKMMC, UMMC, HUSM, KPJ Healthcare Berhad and National Heart Institute (NHI).



- 2.6 The SSC Meeting No. 4/2023 on 26th September 2023 deliberated a proposal from SASMEC @IIUM on the additional list of Post Basic Courses offered by the MOHE through *Garis Panduan Pelaksanaan Kursus Lanjutan Kementerian Kesihatan Malaysia (Versi 2022)* which is not listed in item 2.4 above.

No.	Advance Diploma	No.	Post Basic Certificate
1	Applied Epidemiology and Disease Control (Infectious Diseases)	1	Endoscopic Gastrointestinal Care
2	Blood Transfusion	2	Dermatology Care
3	Cardiovascular Health Care	3	Forensic Medicine
4	Computed Tomography	4	HIV/AIDS Counselling
5	Diabetic Treatment	5	Maxillofacial Prosthesis
6	Emergency And Trauma Imaging	6	Nephrology Treatment
7	Haematology	7	Sports Medicine
8	Health Care Management	8	Stoma Care And Continence
9	Histopathology	9	Rehabilitation Treatment
10	Infection Prevention And Control	10	Rheumatology Care
11	Medical Microbiology	11	Wound Care Management
12	Medical Imaging (Breast imaging)	12	Health Law Investigations and Prosecutions
13	Mental Health Care	13	Sterile Pharmaceutical Preparations
14	Neuro Rehabilitation		
15	Respiratory Treatment		
16	Palliative Care		
17	Primary Health Care		

- 2.7 In view of the fact that the additional list above has yet to receive approval from the Ministry of Health (MOH) for PBIA eligibility, the SSC approved in principle the proposed additional list of Post Basic Courses. Notwithstanding this in-principle approval, the disbursement of PBIA remains subject to formal approval from the MOH.
- 2.8 Recently, the MOH in its letter ref. KKM.500-8/2/19 Jld. 4 (13) dated 5th November 2025 approved the additional list of basic courses that eligible for the PBIA as follows:-
- i) Four (4) new fields as follows:-
 - a) Dermatology Care;
 - b) Wound Care;
 - c) Respiratory Care; and
 - d) Neuro Rehabilitation.
 - ii) Post Basic Parasitology (sub-field under Post Basic Microbiology which was approved in year 2012).
 - iii) Effective date of payment is **1st December 2025**.

- 2.9 Currently, there are five (5) paramedics who have obtained Post Basic Certificate but not eligible for the PBIP while waiting for MOH's approval.



3. DECISION

3.1 The Staff Service Committee (SSC) Meeting No. 1/2026 held on 12th February 2026 decided as follows:-

- i) Approved the list of post basic course listed under item 2.9 above and the effective date of payment is **1st December 2025**.
- ii) Eligible paramedics at IIUM must meet the approved eligibility criteria as stated in item 2.4 above.

3.2 The details of the criteria and implementation procedures for the Post Basic Incentive Payment are provided in **Appendix A**.

All Deans/Directors are kindly required to disseminate this information to all relevant staff at the Kulliyahs/Centres/Divisions/Institutes/Offices/Mahallahs.

Thank you. *Wassalam*.

"LEADING THE WAY"



WAN NAJIHAH NURASHIKIN BT. WAN ABDULLAH

Executive Director
Management Services Division
International Islamic University Malaysia

- c.c. :
- : Rector
 - : Deputy Rector (Academic and Internationalisation)
 - : Deputy Rector (Research, Innovation and Development)
 - : Deputy Rector (Student Development and Community Engagement)
 - : Executive Director, Finance Division
 - : Campus Director, IIUM Kuantan Campus
 - : Legal Adviser

WNN/KA/AMA/nas2250



POST BASIC INCENTIVE PAYMENT (PBIP)

**CRITERIA AND IMPLEMENTATION FOR IUM PARAMEDICS
HOLDING POST BASIC CERTIFICATES AND ADVANCED DIPLOMAS
IN CRITICAL CARE AND SPECIALISED CLINICAL FIELDS**

No.	Item	Description
1.	Definition	Payable to paramedics who possessed the Post Basic/Advanced Diploma qualification in the related fields as follows:- i) Post Basic Course of six (6) months; or ii) Post Basic Course of twelve (12) months; or iii) Advance Diploma of twelve (12) months.
2.	Rate	RM100.00 per month; or proportionate basis
3.	Criteria	<p>a) Obtained Post Basic Certificate and performing duties in the relevant critical and specialised clinical fields as per listed in the Public Service Department's letter;</p> <p>b) Eligible for only one (1) Post Basic Allowance eventhough the paramedic may have more than one Post Basic Certificates;</p> <p>c) Paramedics with Post Basic Certificate involved in treating patients with mental disorder, tuberculosis and leprosy is eligible for only one allowance based on the higher rate;</p> <p>d) Assistant Medical Officer who are stationed full-time in the mortuary and possess a post-basic certificate in forensic studies are eligible to receive only one (1) type of allowance, whichever is higher.</p> <p>e) Paramedics with Post Basic certificate is eligible to be paid the Post Basic Incentive Payment regardless of the place of duty as long as the paramedic is using his/her skills and expertise in the field of post basic;</p> <p>f) The list of recognised critical and clinical fields of Post Basic that eligible for Post Basic Incentive Payment is subject to the Ministry of Health Malaysia;</p> <p>g) The Post Basic courses in critical and clinical fields conducted by the Higher Learning Institutions and University Hospital need to be equivalent to the Post Basic training conducted by the Ministry of Health Malaysia; and</p> <p>h) Recommended by the Head of Department.</p> <p>Note: Post Basic qualification issued by UKMMC, UMMC, HUSM, KPJ Healthcare Berhad and National Heart Institute (NHI) is also acceptable for PBIP as decided by SSC Meeting No. 1/2016 and No. 2/2018.</p>



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4.	List of approved field	<p>The list of recognised critical care and specialised clinical fields approved by the Ministry of Health (MOH) are as follows:-.</p> <table border="1"> <thead> <tr> <th>No</th> <th>Field</th> <th>No</th> <th>Field</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Anaesthesia</td> <td>23</td> <td>Haematology (previously known as Haemostasis /Haematology)</td> </tr> <tr> <td>2</td> <td>Midwifery</td> <td>24</td> <td>Otorhinolaryngology Care (previously known as Otorhinolaryngology Treatment)</td> </tr> <tr> <td>3</td> <td>Emergency Care (previously known as Emergency)</td> <td>25</td> <td>Neuroscience Care (previously known as Neuroscience Treatment)</td> </tr> <tr> <td>4</td> <td>Public Health Nursing</td> <td>26</td> <td>Paranaesthesia Treatment</td> </tr> <tr> <td>5</td> <td>Musculoskeletal</td> <td>27</td> <td>Paediatric Dental</td> </tr> <tr> <td>6</td> <td>Gerontology Treatment</td> <td>28</td> <td>Sports Medicine</td> </tr> <tr> <td>7</td> <td>Cardiovascular Treatment (previously known as Coronary Treatment)</td> <td>29</td> <td>Medical Microbiology (previously known as Microbiology)</td> </tr> <tr> <td>8</td> <td>Neonatal Treatment (previously known as Neonat Treatment)</td> <td>30</td> <td>Infection Prevention and Control (previously known as Infection Control)</td> </tr> <tr> <td>9</td> <td>Ophthalmology Treatment (previously known as Ophthalmic Treatment)</td> <td>31</td> <td>Diabetic Care (previously known as Diabetic Management)</td> </tr> <tr> <td>10</td> <td>Oncology Treatment</td> <td>32</td> <td>Primary Health Care</td> </tr> <tr> <td>11</td> <td>Orthopaedics Care (previously known as Orthopaedics Treatment)</td> <td>33</td> <td>Rehabilitation Treatment (previously known as Rehabilitation)</td> </tr> <tr> <td>12</td> <td>Paediatric Treatment</td> <td>34</td> <td>Forensic Medicine (previously known as Forensic)</td> </tr> <tr> <td>13</td> <td>Preoperative Treatment</td> <td>35</td> <td>Endoscopic Gastrointestinal Care (previously known as Gastrointestinal Endoscopy)</td> </tr> <tr> <td>14</td> <td>Mental Health Treatment (previously known as Psychiatry Treatment)</td> <td>36</td> <td>HIV/AIDS Counselling</td> </tr> <tr> <td>15</td> <td>Intensive Care</td> <td>37</td> <td>Breast imaging</td> </tr> <tr> <td>16</td> <td>Nephrology (previously known as Renal Treatment)</td> <td>38</td> <td>Sterile Pharmaceutical Preparations</td> </tr> <tr> <td>17</td> <td>Mouth Operation (Maxillofacial)</td> <td>39</td> <td>Palliative Care</td> </tr> <tr> <td>18</td> <td>Orthodontics (previously known as Orthodontics Treatment)</td> <td>40</td> <td>Dermatology Care</td> </tr> <tr> <td>19</td> <td>Periodontics (previously known as Periodontal Treatment)</td> <td>41</td> <td>Wound Care Management</td> </tr> <tr> <td>20</td> <td>Cytology</td> <td>42</td> <td>Respiratory Care Management</td> </tr> <tr> <td>21</td> <td>Computed Tomography</td> <td>43</td> <td>Neuro Rehabilitation</td> </tr> <tr> <td>22</td> <td>Blood Transfusion (previously known as Transfusion Medicine / Blood Transfusion)</td> <td></td> <td></td> </tr> </tbody> </table>	No	Field	No	Field	1	Anaesthesia	23	Haematology (previously known as Haemostasis /Haematology)	2	Midwifery	24	Otorhinolaryngology Care (previously known as Otorhinolaryngology Treatment)	3	Emergency Care (previously known as Emergency)	25	Neuroscience Care (previously known as Neuroscience Treatment)	4	Public Health Nursing	26	Paranaesthesia Treatment	5	Musculoskeletal	27	Paediatric Dental	6	Gerontology Treatment	28	Sports Medicine	7	Cardiovascular Treatment (previously known as Coronary Treatment)	29	Medical Microbiology (previously known as Microbiology)	8	Neonatal Treatment (previously known as Neonat Treatment)	30	Infection Prevention and Control (previously known as Infection Control)	9	Ophthalmology Treatment (previously known as Ophthalmic Treatment)	31	Diabetic Care (previously known as Diabetic Management)	10	Oncology Treatment	32	Primary Health Care	11	Orthopaedics Care (previously known as Orthopaedics Treatment)	33	Rehabilitation Treatment (previously known as Rehabilitation)	12	Paediatric Treatment	34	Forensic Medicine (previously known as Forensic)	13	Preoperative Treatment	35	Endoscopic Gastrointestinal Care (previously known as Gastrointestinal Endoscopy)	14	Mental Health Treatment (previously known as Psychiatry Treatment)	36	HIV/AIDS Counselling	15	Intensive Care	37	Breast imaging	16	Nephrology (previously known as Renal Treatment)	38	Sterile Pharmaceutical Preparations	17	Mouth Operation (Maxillofacial)	39	Palliative Care	18	Orthodontics (previously known as Orthodontics Treatment)	40	Dermatology Care	19	Periodontics (previously known as Periodontal Treatment)	41	Wound Care Management	20	Cytology	42	Respiratory Care Management	21	Computed Tomography	43	Neuro Rehabilitation	22	Blood Transfusion (previously known as Transfusion Medicine / Blood Transfusion)		
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Note: List as of 5th November 2025



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5.	Implementation	The PBIP will be processed upon request by the staff who has fulfilled all the criteria set by the University and recommended by the Head of Department.
6.	Eligibility	<p>PBIP is non fixed allowance and would be stopped on the following reasons:-</p> <ul style="list-style-type: none"> i) Unpaid leave (including unpaid study leave) for more than twenty-eight (28) consecutive days; ii) Half-pay leave (including half-pay study leave) for more than twenty-eight (28) consecutive days; iii) Attending course with full pay salary more than nine-two (92) days continuously including Saturday, Sunday and Public Holiday; iv) Annual leave more than twenty-eight (28) days continuously including Saturday, Sunday and Public Holiday; v) Any combination of leave (such as Hajj leave/maternity leave/medical leave and absent without leave) more than twenty-eight (28) days continuously including Saturday, Sunday and Public Holiday; or vi) Carry out an official duties other than substantive duties on the direction of the Head of Departments exceeds ninety-two (92) consecutive days.

Secretariat
Staff Service Committee
Management Services Division
12.02.2026

