



SRUTHY RAPHAEL

PROFILE

Health care administration professional with medical background having reliable knowledge in hospital standards and policies. I am seeking opportunities in high rise hospitals for new administration roles.

CONTACT

PHONE:8129474297

Address: kavalakkattu house,
kattapuram koratty p o
Thrissur

680308

Email:sruthyraphael55@gmail.com

SKILLS

- Communication
- Interpersonal skill
- Problem solving ability
- Decision making
- Coordination
- Work under pressure
- Ability to lead

EDUCATION

-MASTER OF HOSPITAL ADMINISTRATION(2017)

School of management studies ,Dr John Mathai center
Thrissur

-BSC NURSING(2014)

Mother college of nursing ,Thrissur

-PLUS TWO

St clares CGHSS East fort Thrissur

-SSLC

Infant Jesus GHS Thrissur

WORK EXPERIENCE

QUALITY EXECUTIVE (october2021-current)

Lourdes hospital Ernakulum

- Ensure good quality in clinical and non-clinical departments
- Implementing quality standards in hospital as per NABH 5th edition
- Monthly and quarterly audits
- Daily rounds in clinical areas
- Monthly and quarterly quality indicator validation
- Orientation classes to employees
- Root cause analysis to incident reports and CAPA preparation

- In service training
- Mock drills coordination
- Structuring quality tools
- Assisted for NABH NC clearance
- Quality improvement study
- Assisted NABH inspection

OPERATIONS EXECUTIVE (April 2021-october2021)

Lourdes hospital Ernakulum

- Assisted daily operations in hospital
- Emergency department management
- Financial counseling to patients
- Covid vaccination center coordination
- Daily inpatient rounds
- Covid bed management

TECHNICAL KNOWLEDGE

Microsoft word, PowerPoint, excel

INTERNSHIPS

- Jubilee mission medical college hospital Thrissur (15days)
- Sun medical & research Centre Thrissur (15 days)
- Mother hospital Thrissur(21 days)
- Ashwini hospital Thrissur (45days)
 - Project on patient satisfaction in outpatient department

PERSONAL INFORMATION

Fathers name : Raphael john

Date of birth :12/04/1993

Sex : female

Nationality :Indian

Marital status : married

Language proficiency: English, Malayalam. Hindi

DECLARATION

I hereby declare that the particulars furnished above are true
And correct to the best of my knowledge and ability.