

Curriculum Vitae



Dr Sulekha Rawat

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Father's Name: Karan Singh Rawat

Date of Birth: 25-03-1990

Gender: Female

Blood Group: AB+

Address: House No. 10, Lane No.4, Upper Badrish Colony, Dharampur Danda,
P.O.- Nehrugram, Dehradun, State: Uttarakhand, Pincode : 248001

Languages Known: English and Hindi

Computer Proficiency: Proficient in MS office (Word, Excel, PowerPoint), Internet, Email, SPSS.

Academic / Professional Education Summary

From (MM/YY)	To (MM/YY)	Degree / Diploma	University / Institute	Percentage / Grade
8/2017	8/2019	Master in Hospital Administration	King George's Medical University, Lucknow	74
9/2010	9/2015	Bachelor's in Dental Surgery	HNB Garhwal University	63.8

Work / Experience Summary

From (MM/YY)	To (MM/YY)	Organization	Designation	Responsibilities
1/5/22	Till now	Kishan Singh Hospital, Hodal	Quality consultant (Visiting)	Implementation of NABH standards in hospital.
19/11/19	25/09/20	AIIMS, Rishikesh	Deputy Medical Superintendent	Implementation of NABH standards in hospital, Operational management of various facilities of hospital, Quality and safety related work aspects and reporting, Daily COVID related reporting to ministry and state, Supporting seniors in planning and developing various policies, procedures and training modules, Assisted in planning, organizing and implementing behavior change activities and training and education for various categories of staff
1/9/19	18/11/19	King George's Medical University, Lucknow	Demonstrator	Training & Education of post graduate students of Hospital administration and interns, quality related work, infection control surveillance and analysis, Planning ,organizing and implementation of various activities at departmental and university level, organized various inter departmental activities like training of nurses in various quality and infection control related areas.
Total Experience (In Years & Months): 1 yr and 6 month				

Details of Internship / Workshops/Conferences/Trainings Attended

1. Working as a Resident Administrator in the Department of Hospital Administration, King George's Medical University from 1st August 2017 to 30th August 2019.
 - a. Dissertation topic: A study of Laboratory Services in a Tertiary Care Government Hospital.
 - b. Projects topic:
 - i. A Study of Accident and Emergency Department in a Tertiary Care Government Hospital
 - ii. A Study of Clientele Satisfaction in Inpatient areas of a Tertiary Care Government Hospital
 - iii. A Study of Medical Records in a Tertiary Care Government Hospital.
 - iv. A Study of Biomedical Waste Management in Neurosurgery ward, Trauma Surgery ward and Trauma Ventilator Unit in a Tertiary Care Government Hospital.
2. One year Rotatory Internship in Seema Dental College and Hospital, Rishikesh (2014-2015).
3. Certificate of Participation in 1 day interactive workshop on **Clinical Audit organised by NABH.**
4. Certificate of participation for online training program on **Workplace Assessment for Safety and Hygiene (WASH) Standard organized by ZED Division and Quality Council of India.**
5. Certificate of participation for attending live webinar on Evidence Based Medicine in Current Clinical Practice.
6. Certification of participation in National Conference on Safe and Sustainable Hospitals.

7. Certificate of Honour for having secured Distinction Marks in Prosthodontics.
8. Certificate of Participation in “MiMeX” (Materials and Inventory Management Excellence).
9. Certificate of Participation in “Haemovigilance Programme of India” at KGMU, Lucknow in 2018.
10. Certificate of Participation in “Haemovigilance Programme of India” at KGMU, Lucknow in 2017.
11. Certificate of Participation in Workshop on **NABH Norms** in All India Institute of Medical Sciences, Rishikesh.
12. Attended Workshop on “**Programme of Implementation on NABH Standard (HCO and SHCO)**” by Department of Hospital Administration, King George’s Medical University.
13. Attended Workshop on “**Infection Control**” by Department of Hospital Administration, King George’s Medical University.
14. Attended Workshop on “**Quality Indicators of HCO**” by Department of Hospital Administration, King George’s Medical University.
15. Attended Workshop on “**Medication Management**” by Department of Hospital Administration, King George’s Medical University.
16. Attended Workshop on “**Basic Life Support**” by Department of Hospital Administration, King George’s Medical University.
17. Attended Workshop on “**Fire safety**” by Department of Hospital Administration, King George’s Medical University.

18. Attended Workshop on “**Bio-medical waste management**” by Department of Hospital Administration, King George’s Medical University.
19. Certificate of Participation in National Seminar on “Good Clinical Practices & Medical Ethics” at KGMU, Lucknow.
20. Certificate of Participation in attending Continuing Dental Education Program under aegis of International College of Dentists, Section IV.
21. Certificate of Membership of Dental Students Welfare Association of India.
22. Certificate of Participation “Detect, Diagnose & Treat Them Early- A Strategy for Premalignant Lesions” in 6th International Dental Student Conference.

Details of Publications / Paper Presentations / Important Project

1. Certificate of appreciation for participation as an assessor in QCI/NABH-NITI Aayog Project “Review and Validation of KPI Inputs for District Hospital Ranking”.
2. Paper presentation on the Topic of “Standard Precaution” in 18th Annual conference ISHWMCON 2018. Organized by Department of UED, KGMU, Lucknow.