

Justin Edward

HEALTHCARE MANAGEMENT SPECIALIST

Summary

To secure a full-time **HEALTHCARE MANAGEMENT / ADMINISTRATIVE** position within a reputable healthcare institution that will allow me the opportunity to enable my accumulated knowledge, experience, and oral presentation skills to practice.

Experience

Quality & Accreditation Manager / Health Sciences Lecturer

Arise Medical City Sep 2013 - Dec 2019

I direct the development of an ongoing program that addresses a variety of operational, accreditation and regulatory functions of Prince Sultan Military Medical City. Areas of focus include related policies and procedure development and enforcement; conducting mock regulatory audits and unannounced drills (mock) to assess the state of readiness for surveys; compliance monitoring; coordination of corrective action plans; education and continued assurance of survey readiness. This position provides leadership in ensuring that services are provided in accordance with standards established through state, federal, DNV, NCAAA and The Joint Commission or other accreditation standards. This position works closely with other members of administration and system departments to assure timely and accurate responses to requests for information and support. This position assures system-wide compliance with laws, policies and standards required by accrediting and regulatory bodies. This position has no direct patient care responsibilities, has access to confidential System information, and has no access to funds. The incumbent functions independently as well as in close cooperation/collaboration with other key system members and departments. I am responsible for teaching students in the classroom setting various Health Science courses such as Biology, Anatomy & Physiology, and Medical terminology as well as Medical English. This can be essential knowledge to students who can take this information and use it throughout their lifetime to improve and create successful careers in his respective fields. Using an array of teaching methods, including lectures and discussions, the university instructor is expected to instruct students in a variety of areas, including non-sensitive issues such as personal health, safety, and nutrition.

Senior Lecturer - University Level

New York University Aug 2011 - Sep 2013

The main responsibility of a lecturer is to help his or her students understand medical English, speak it and be able to write and read it. My duties will range from the preparation of course work, planning of classes and the marking of work handed in. On top of

Contact

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Skills

Critical Thinking	■ ■ ■ ■ ■
Decision Making	■ ■ ■ ■ ■
Creative Problem Solving	■ ■ ■ ■ ■
Organization Skills	■ ■ ■ ■ ■
Service Improvement	■ ■ ■ ■ ■
Creativity, Planning, & Research	■ ■ ■ ■ ■
Microsoft Office Expert	■ ■ ■ ■ ■
Presentation & Leadership Skills	■ ■ ■ ■ ■

Languages

English	■ ■ ■ ■ ■
French	■ ■ ■ ■ ■
Arabic	■ ■ ■ ■ ■
German	■ ■ ■ ■ ■

Awards

Certificate of Appreciation
Care Hospital

Certificate of Excellence
New York University

Team Achievement Certificate
Modern Hospital

Emerging Leaders Certificate
New York University Hospital