


• Contact

 Ahmedabad, India,
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Jagdish Naidu.

Patient Care Manager

• Skills

Medical chart
documentation



Excellent

Case assessments



Excellent

Project oversight



Excellent

Seasoned in medical clinical
procedures



Very Good

Pharmacy operations
management



Excellent

Diligent Caregiver focused on providing optimal support to clients through personalized assistance and care required to manage diverse medical conditions. Proficient in organizing medications, doctor appointments and personal activities. Caring, organized and friendly with excellent interpersonal skills.

Skilled at improving processes, maximizing team productivity and reducing costs to achieve sustainable nursing home operations. Familiar with employee motivation and retention strategies, resident relations and accreditation requirements.

• Work History

2018-12 -
Current

Patient Care Manager

Dr.Batra'sPositiveHealthClinic(Homeopathy,
Ahmedabad, Gujarat

- Interpreted regulations to identify patient care requirement criteria to be monitored and establish systems to achieve compliance.
- Assisted clients with daily living needs to maintain self-esteem and general wellness.
- Educated and evaluated clinical and support staff regarding care quality management regulations and standards of care.
- Arranged transportation and documented details of discharge transition plans.
- Analyzed key performance indicators to assess and manage risk, evaluating patient care and creating procedural changes to increase efficiency.
- Introduced and implemented new testing and interpretation procedures to maintain standards of care and meet quality assurance benchmarks.
- Developed and updated policies and

procedures, maintaining compliance with statutory, regulatory and local, state and federal guidelines relating to HIPAA, benefits administration and general liability.

- Produced monthly financial reports like income statements, balance sheets and cash flow statements for presentation to board of directors.

2018-04 -
2018-12

Process Associate

C-Metric Solution Pvt Ltd, Ahmedabad, Gujarat

- Partnered with cross-functional teams to conduct thorough discovery and due diligence on existing processes.
- Identified and resolved process issues to encourage smoother procedures, more efficient workflow and overall business growth.
- Determined and recommended methods to address improvement opportunities.
- Developed and executed plans to monitor standard process adherence.

2015-10 -
2018-03

Quality Associate

Ascendum Kps Pvt Ltd, Ahmedabad, Gujarat

- Completed deviation forms and recorded findings of inspection process, collaborating with quality team members and department managers to implement procedural remedies.
- Provided regular updates to team leadership on quality metrics by communicating consistency problems or production deficiencies.
- Tested and operated mixers to confirm correct calibration while scheduling routine, preventive and reparative maintenance to maintain production workflows and achieve production output benchmarks.
- Performed standard inspection of first article, first pallet and random sampling inspection to customer standards.

• Education

2008-06 -
2011-05

B.Com

Ahmedabad Tamil HigherSecondary School -
Maninagar