



Mai Baraka

Contact Information

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Address: 8 El Nakhil st, Mohandsen, Cairo, Egypt

Country: Cairo, Egypt

Personal Information

Birth Date: 16 July 1983 (Age: 38)

Gender: Female

Nationality: Egypt

Visa Status: Citizen

Marital Status: Married

Driving License Issued From: Egypt

Experience (1 Year)

Quality coordinator

at Alexandria Medical center **Location:** Alexandria

Company Industry: Medical

Job Role: Quality assurance

February 2007 – February 2008

- Works with medical staff department chairpersons on peer review activities.
- Coordinates the development, implementation and revision of the medical staff's QI program to meet the needs of patients, staff, and external agencies.
- Provides QI leadership and consultative services to hospital and medical staff in effectively achieving regulatory accreditation and organizational compliance for QI activities.
- Organizes, compiles, and reports QI data for both the hospital and medical staff departments to identify trends, establish priorities, and recommend improvement activities.
- Performs comprehensive, concurrent, and retrospective reviews in a timely manner, using criteria developed and approved by the medical staff and the hospital.
- Reports findings to other departments such as utilization review, infection control, and risk management.
- Serves as a working member of the hospital's quality council; attends medical staff department and committee meetings and other pertinent meetings to ensure the organization's overall QI plan implementation and compliance.

Education

Bachelor of commerce

at Tanta university

Location: Cairo, Egypt

Completion Date : September 2004

GPA / Grade: Good

Training & Courses

- Management of office information system high diploma.

At Arab Academy for science and technology and maritime transport
(September 2004 to May 2006).

- ICDL (international computer driving licence)
At Arab Academy for science and technology and maritime transport
(May 2006).
- Quality basics and internal audits (ISO 9001:2000)
At Engineering and quality experts (February 2007)

Languages

English

Level: intermediate | **Experience:** More than 10 years |
Last Used: 1 month or less

Arabic

Level:Expert | **Experience:** More than 10 years
| **Last Used:** 1 month or less

Travels

Qatar, Sudia Arabia