

Rajan Chauhan (RN,MHA)
BSc Nursing (RN), Master of Hospital Administration (MHA)

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Dedicated Nurse with Hospital management experience in the effective and efficient management of clinical and administrative services. Providing outstanding levels of care through nursing and management expertise, Methodical patient assessment, and evaluation, and continued compassionate support.

ACADEMIA

Bachelor of science in Nursing (BSc Nursing)

Sumandeep Nursing College Vadodara – 2012-2016

Master of Hospital Administration (MHA)

Indian Institute of public health Gandhiangar-2018-2020

SUMMARY

Patient-oriented Nurse with Hospital administration diverse experience in direct patient care, staff supervision, and department operations. Skilled at multitasking and prioritizing all patient needs. Offering clinical expertise and administrative expertise.

PROFESSIONAL SNAPSHOT

Since Feb 2022, to present attached with Waverley care center, Penarth as a Senior Care Assistant.

Key Responsibility Areas:

- ☞ Promoted dignity by assisting residents with limited mobility to complete personal care, including washing and dressing.
- ☞ Worked professionally with caregiving teams and hospital departments to maintain continuity of care.
- ☞ Collaborated with additional care providers to ensure seamless patient support.
- ☞ Encouraged participation in social activities, promoting positive socialisation and community inclusion.
- ☞ Monitored junior staff to assess care provisions and implement continued best practices.
- ☞ Worked with compassion and empathy, prioritising wellbeing and dignity for optimal patient comfort.

Since November 2020, to present attached with Hallmark care Home – Regency House (Cardiff) as a Care Assistant.

Key Responsibility Areas:

- ☞ Formed positive relationships with clients, providing holistic care through support across leisure pursuits and creative activities.
- ☞ Assisted in all aspects of personal care including washing and dressing, retaining comfort and dignity.
- ☞ Delivered high-quality, dedicated care to disabled individuals, consistently achieving individual care plan objectives.
- ☞ Maintained confidentiality and compliance standards throughout for optimized patient care.
- ☞ Maintained high levels of client satisfaction by providing tailored, personalized care that consistently met client needs.
- ☞ Helped individuals with activities of daily living while consistently encouraging independence and self-belief.

Since April 2020, to April 2021 attached with Tata Institute of Social Sciences (TISS) as a Research Assistance –Public Health.

Key Responsibility Areas:

- ☞ Perform original research to input or update data in records
- ☞ Use various sources including related databases publications, internet research, surveys, primary government documents, and public health journals
- ☞ Work under tight deadlines for report submission
- ☞ Collaborate on other Public Health projects as needed by the Institute

Jan 2020-March 2020, with Jaslok Hospitals and Research Center, Mumbai as an Hospital Management Intern (Patient Care).

Key Responsibility Areas:

- ☞ Looking after day to day activities of Out Patient Department & Inpatient Department.
- ☞ Preparing Monthly reports of the department.
- ☞ Analyzing different ways to increase the revenue.
- ☞ Looking after the Health Check up department.
- ☞ Feedback collection and analyzing, looking after RCA and CAPA of the feedbacks.
- ☞ Counseling patients, addressing grievances
- ☞ Looking after the appraisal of the staffs as per hospital policy.

Since June 2019, to July 2019 with IQVIA as an Quality Assurance Intern

Key Responsibility Areas:

- ☞ Ensuring Data Quality and reporting of correct information.
- ☞ Liaison with authorities on Email/Telephone as and when required.
- ☞ Recheck information about various departments and available services from each facility.
- ☞ Daily reporting to contact person from IQVIA regarding the progress of work.
- ☞ Reporting of hindrances like denial, refusal invalidating data faced during validation to contact person from IQVIA.

Since June 2019, to July 2019 with Wockhardt Hospitals LTD as an Hospital Management Intern

Key Responsibility Areas:

- ☞ A usability study of key management to make efficient management and enhance the quality of care to avoid catastrophic situations.
- ☞ Access knowledge regarding the NABH checklists, sops, and emergency codes through observation, management meetings & interaction with different department
- ☞ Communicated with patients with compassion while keeping medical information private.

Since Nov 2018, to Nov 2018 with Civil Hospitals LTD as an Hospital Management Intern

Key Responsibility Areas:

- ☞ Communicated with patients with compassion while keeping medical information private.
- ☞ Participated in meetings with department heads to discuss census information, admissions, and discharges for residents.

Since Feb 2017, to Feb 2018 with Shivam Hospitals as an Staff Nurse

Key Responsibility Areas:

- ☞ Observed and documented patient factors such as diets, physical activity levels and behaviours to understand conditions and effectively modify treatment plans.
- ☞ Implemented care plans for patient treatment after assessing physician medical regimens.
- ☞ Performed frequent checks on life support equipment and made necessary adjustments to preserve optimal patient conditions.
- ☞ Explained course of care and medications, including side effects to patients and caregivers in easy-to-understand terms.

Since August 2016, to December 2016 with Dhiraj Hospitals as an Nurse Intern

Key Responsibility Areas:

- ☞ Facilitated clinical decision-making by taking and recording vital signs in with zero error.
- ☞ Enhanced continuity of care by coordinating activities with external specialists and health providers.
- ☞ Established positive rapport with patients and families through active listening and compassionate care.
- ☞ Worked closely with fellow nurses, doctors and parents to ensure consistent communication for continued best care practices.

PERSONAL VITAE	
<ul style="list-style-type: none">• Date of Birth: 10th June 1995• Marital Status: No• Gender : Male	<ul style="list-style-type: none">• Linguistic Abilities: English (Full Professional Proficiency).• LinkedIn - linkedin.com/in/rajan-chauhan