

# Gabriel kabongo

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## Medical Director Profile

Goal-driven and people focused OB Gyn Surgeon with expertise in management and hospital administration.

Highly accomplished and result oriented professional looking to leverage over 15 years' experience in operations, patient care, and treatment planning. Excel in engaging senior physicians, nurses, and stakeholders, implementation of strategic plans to drive continuous development and service excellence. Strong communicator with ability to develop, train, and collaborate with cross-functional teams. Skilled in implementing compliance processes and procedures which enhance efficiency. Adept at scheduling, performance management, strategic planning, statutory compliance management, and relationship management. Track record in case management, resource management, budgeting, administration, and leadership.

## Work Experience

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### **Supervisor, Washington State Department**

Social & Health Service

2017 to 2020

Served with Fircrest Residential Habilitation Center.

Directed patient charting and documentation, performed vitals assessments, diagnostics, and assured procedure assistance. Delivered exceptional patient care and administered various clerical duties including answering telephones, managing databases, filing, and scheduling appointments. Served as first point of contact for patients, greeted and welcomed patients upon entry. Created new files for patients with all the relevant and accurate information and updated existing patient files. Supported physicians with procedures and collecting of lab samples or specimens for testing and preparing patients for examinations and diagnostic tests. Leveraged expertise in medicine to appropriately educate patients on doctors' instructions, dietary requirements, medications, and lifestyle changes for treatment of diagnosed illnesses.

- Provided exceptional patient care and boosted health and wellbeing of patients by educating patients on treatment plans and lifestyle habits.
- Ensured 100% accuracy always when compiling and updating patient folders with information for ease of reference.
- Certified seamless running of department through efficient tracking system for patient files and database management.

### **OB Gyn Surgeon**

GFK Hospital & Cottage Hospital

2002 to 2017

Conducted normal obstetrical procedure, including high risk obstetrics consisting of management of diabetes, high blood pressure, pre-eclampsia, intrauterine growth retardation, and placenta previa. Diagnosed and prescribed treatment for various disorders and disease. Led routine check-ups,

monitoring, and treating of expectant mothers during childbirth while ensuring patients are educated on disease prevention. Performed complex obstetrics surgery, vaginal, and abdominal ultrasounds, doppler, and prenatal testing as well as biophysical profiles no stress test. Undertook colposcopy, cryosurgery, laparoscopic, and vaginal hysterectomy. Exhibited outstanding knowledge and interest in reproductive endocrinology, infertility, gynecological surgery, abdominal hysterectomy TAH/ BSO, vaginal hysterectomy, bladder repair, and rectal fistulas repair.

- Guaranteed minimal incidents by safeguarding compliance to all health and safety regulations, practice policies, procedures, and laws.
- Built and fostered solid relationships with staff and patients to bolster satisfaction and adherence to treatment plans.
- Certified team cohesiveness through effective leadership and training.

## Education

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### **Bachelor of Science in Obstetrics & Gynecology in Obstetrics & Gynecology**

University of Kinshasa - Kinshasa, CD

October 1993 to November 2002

## Skills

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- Hospital Administration
- Operations Support
- Leadership & Training
- Regulatory Compliance
- Treatment Planning
- Advanced Patient Care
- Strategic Planning
- Performance Management
- Relationship Management
- Compliance Management
- Medical Imaging
- Employee Orientation
- Customer Relationship Management
- Budgeting
- CRM Software
- Computer Networking
- Management
- Recruiting
- Motivational interviewing
- Patient monitoring
- Interviewing
- Social work

- Crisis intervention
- Care plans
- American Sign Language
- Somali
- Spanish
- Microsoft Excel
- Microsoft Word
- Microsoft Office
- Case management
- Discharge planning
- English
- Utilization review
- Sales
- Data management
- Financial management
- Sage
- Communication skills
- Developmental disabilities experience
- Writing skills
- Computer literacy
- Computer skills
- Direct support
- Caregiving

## Certifications and Licenses

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**Property & Casualty License**

**AED Certification**

**Medical License**

**CPR Certification**

**DEA Certification**

**First Aid Certification**

**BC/BE Internal Medicine**

**BC/BE Family Medicine**

**QMHP Certification**

**QIDP Certification**

## Assessments

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### **Case management & social work — Completed**

December 2021

Determining client needs, providing support resources, and collaborating with clients and multidisciplinary teams

Full results: [Completed](#)

### **Office manager — Completed**

February 2022

Scheduling and budgeting

Full results: [Completed](#)

### **Attention to detail — Completed**

June 2021

Identifying differences in materials, following instructions, and detecting details among distracting information

Full results: [Completed](#)

### **HR: Compensation & benefits — Completed**

February 2022

Knowledge of compensation and benefits programs

Full results: [Completed](#)

### **Teamwork: Interpersonal skills — Completed**

June 2021

Responding to challenging team situations at work

Full results: [Completed](#)

### **Management & leadership skills: Impact & influence — Completed**

February 2022

Choosing the most effective strategy to inspire and influence others to meet business objectives

Full results: [Completed](#)

### **Work style: Reliability — Completed**

February 2022

Tendency to be reliable, dependable, and act with integrity at work

Full results: [Completed](#)

### **General manager (hospitality) — Completed**

March 2022

Solving group scheduling problems and reading and interpreting P&L statements

Full results: [Completed](#)

### **Retail customer service — Completed**

March 2022

Responding to customer situations in a retail setting

Full results: [Completed](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.