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TAMAR TSULAIA

EDUCATION & TRAININGS

Feb , 2020 Training course in Clinic Management at International Black Sea University

2006 - 2018 Annual CME (Continuing Medical Education) Trainings - 320,5 prescribed credits by the American Academy of Family Physicians

2001 State license to practice - permitted specialty : Critical Medicine

1998-1998 Tbilisi Medical Academy for Postgraduate Education of Medical Doctors - Course of Intensive Care - State License in Critical Medicine, Intensive Care (Children and adults)

1982-1988 Tbilisi State Medical University - Graduate program in Medicine -Medical Doctor, Pediatrician (Diploma of Distinction)

PROFESSIONAL EXPERIENCE

May, 2020 - up to date - Chief Medical Advisor to Total Courage

Main duties and responsibilities:

Providing insight into medical needs and status of Fever Centers and Quarantine Zones in Georgia for Total Courage, Inc., an American 501(c)(3) nonprofit devoted to humanitarian relief in the Republic of Georgia and throughout the Western Balkans.

April, 2020 April - up to date - Doctor at COVID-19 Quarantine Zone in Tbilisi, Georgia

Main duties and responsibilities:

- As a family doctor/physician providing primary health care to the patients according to NCDC medical guidelines and MoLHSA protocols .
- Providing Individual short-term counseling on disease prevention, adjustment issues, stress management
- Providing response to emergency medical situations.

2006 - 2019 US Peace Corps Georgia – Medical Doctor/Medical Officer

Main duties and responsibilities:

- As a family doctor/physician providing primary health care to US Peace Corps Trainees and Volunteers including treatment of common illnesses and injuries in accordance with CDC (Atlanta) and Peace Corps medical guidelines.
- Providing Individual short-term counseling on disease prevention, adjustment issues, stress management and cross-cultural problems.
- Providing response to emergency medical situations.
- Conducting training on health related issues.
- Conducting Site visits, assessment and monitoring of the local health care facilities in Tbilisi and throughout Georgia.
- Conducting negotiation with local stakeholders providing different healthcare services for PC Volunteers

- Maintaining electronic medical databases and other documentation .
- Providing translation of reports and medical records from Georgian and Russian into English and vice versa
- Organizing and conducted mass-vaccinations of PC Volunteers
- Organizing medical evacuation of Patients from country of service to US and accompanied them
- Providing Administrative tasks of the medical office including budget management, hiring the new staff members, etc.
- Providing quarterly and annual reporting to the senior management at Post and different departments/units at Peace Corps HQ in Washington DC including Epidemiological Surveillance reports
- Alternate 24 hour on- call duty with the other Doctor.
- Conducting temporary duty assignment at Peace Corps posts in Zambia (in 2012) and Panama (in 2015)

2005 – 2006 US Peace Corps Georgia - Medical Assistant

2006-2012 US Peace Corps Georgia - Part-time Medical Assistant

Main duties and responsibilities:

- Inventory of medical supplies and equipment including specially designated and controlled substances
- Administrative tasks of the medical office including the office maintenance
- Ordering medical supplies from overseas and local vendors
- Scheduling Patients appointments with specialists in different healthcare facilities and accompany them
- Scheduling and conducting regional site visits
- Communication with the local stakeholders

-Translation of documents from Georgian and Russian in English and vice versa

- Providing logistical support to PC Medical office

2004 - 2005 "Samgori-Pharma "LTD - Medical Representative of "Rekach Pharmaceutical" (Israel)

Main duties and responsibilities:

- Promoting the medications of pharmaceutical company among specialists/physicians in local health care facilities via daily visits to doctors and pharmacy staff;
- Preparing promotional materials and conducting educational presentations at the Clinics
- Provide doctors with scientific information on company original drugs
- Collect market information
- Take part in organizing and conducting scientific events

1988 - 2005 Tbilisi State Medical University Pediatric Clinic - Physician in Intensive Care Unit

Main duties and responsibilities:

-As a Physician at the Resuscitation/Intensive Care Unit for Surgical pathologies and Trauma: provided emergency response, intensive health care, minor surgical manipulations, Intubation, IV therapy, etc.

1991 –1993 Tbilisi State Medical College # 3 - Lecturer of General Medicine and Intensive Care

Main duties and responsibilities:

-Conducting sessions and exams, create curriculum for College students in general medicine and Intensive care

DEGREES & HONORS

2020 - Certificate of successful completion of the training course in Clinic Management at IBSU

2019 -Certificate of Achievement in Mandatory role based Training for Managers and Business Leaders

2015 -2019 Certificate of Achievement after completion of annual mandatory courses in Records Management

2018 - Certificate of Achievement in Mandatory role based Training for Managers and Business Leaders

2018 - Certificate in recognition of excellence in Clinical Documentation 2017 (2018 EMA CME, Thailand)

2018 - Peace Corps Certificate of successful completion of the Continuing Medical Education (CME) Conference 2018, Chang Mai, Thailand (**22** prescribed credits by the American Academy of Family Physicians)

2017 - Certificate in recognition of outstanding Clinical Documentation 2016 (2017 EMA CME, Ukraine)

2017 – Extra Mile Award for displaying extraordinary effort and compassion to care for an ill Volunteer

2016 – Certificate in recognition of 10 years of service to US Peace Corps

2016 – Certificate of Appreciation for 10 years of outstanding service and dedication to the Peace Corps Georgia Program

2016 – Certificate in recognition of excellence in medical documentation and provision of quality health services to Peace Corps Volunteers.

2016- Peace Corps Certificate of successful completion of the Continuing Medical Education (CME) Conference 2016, Tbilisi, Georgia (**22** prescribed credits by the American Academy of Family Physicians)

2015 – Certificate of Appreciation for the support of **Peace Corps Panama**

2015- Peace Corps Certificate of successful completion of the Continuing Medical Education (CME) Conference 2015/PCMEDICS Training, Washington DC, USA (**30.5** prescribed credits by the American Academy of Family Physicians)

2014 - Certificate in recognition of 5 years of service to US Peace Corps

2014 - Peace Corps Certificate of successful completion of the Continuing Medical Education (CME) Conference, Garmisch, Germany

2013 – Extra Mile Award for outstanding leadership and professional performance and for providing key assistance for **Peace Corps Zambia**

2013 - Peace Corps Certificate of successful completion of the Continuing Medical Education (CME) Training, Bangkok, Thailand (**34.75** prescribed credits by the American Academy of Family Physicians)

2012 - Peace Corps Certificate of successful completion of the Continuing Medical Education (CME) Training, Siem Reap, Cambodia (**18.5** prescribed credits by the American Academy of Family Physicians)

2011 - Peace Corps Certificate of successful completion of the Continuing Medical Education (CME) Training, Skopje, Macedonia (**30.5** prescribed credits by the American Academy of Family Physicians)

2010 – Peace Corps Certificate of Service in recognition and appreciation of over 5 years of service to Peace Corps Georgia

2010 –Certificate of completion of the course in Computer Programs at Education Center CAC

2010- Peace Corps Certificate of successful completion of the Continuing Medical Education Training, Varna, Bulgaria (**29** prescribed credits by the American Academy of Family Physicians)

2009 – Certificate of completion of Office Management training course at Education Center CAC

2009 - Peace Corps Certificate of successful completion of the Continuing Medical Education Training, Bangkok, Thailand (**29.75** prescribed credits by the American Academy of Family Physicians)

2008 - Peace Corps Certificate of Appreciation (Sargent Shriver Award)

2008- Peace Corps Certificate of successful completion of the Continuing Medical Education Training, Bangkok, Thailand (**30.5** prescribed credits by the American Academy of Family Physicians)

2007 - Peace Corps Certificate of Appreciation, PC/Georgia

2007 - Peace Corps certificate of successful completion of the Continuing Medical Education Training, Bucharest, Romania (**30** prescribed credits by the American Academy of Family Physicians)

2006- Peace Corps certificate of successful completion of the Medical Overseas Staff Training, Washington DC, USA (**65** prescribed credits by the American Academy of Family Physicians)

2006- Peace Corps Certificate of Appreciation, PC/Georgia

LANGUAGES

Georgian - native

English (oral/written) – fluent (C1)

Russian (oral/written) – fluent (as a native)

TECHNICAL SKILLS

Computer operator - MS Office, Internet, Data Access Programs.

QUALIFICATION /SKILLS

- Valid license to practice.
- 30 years of clinical experience in primary care , family medicine, emergency care , resuscitation, pediatrics
- **320,5** prescribed credits by the American Academy of Family Physicians
- Ability to communicate effectively in oral /written Georgian, English and Russian .
- Excellent organizational skills and attention to details
- Working knowledge of Microsoft Word, Excel, Access, Outlook.
- Program management and administrative work experience.
- Ability to design and conduct trainings on health related topics in three languages (Georgian, English and Russian)
- Ability to work effectively as part of an intercultural and multidisciplinary team
- Hardworking, reliable and diligent with good interpersonal skills.
- Motivated and experienced to work with persons from diverse backgrounds in a challenging and multitasking environment.
- 14 years of working experience with international organization at field level in different context (as a family doctor, primary health care provider with extended responsibilities)

- Ability to work with minimal supervision under pressure and challenging working.living environment
- Valid driver's license