

# SAMA YOUSIF AL-RAEES

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## SUMMARY

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21 years of administrative experience in health sectors; skills in career development planning, developing training needs assessment plans and training evaluation. Furthermore, skills in establishing Quality Management Systems and reviewing strategic plans, developing, and reviewing performance and outcome indicators.

## COMPUTER SKILLS

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### Languages

· English (Fluent), Arabic (Fluent).

### Software

· Experienced in all Microsoft applications and several statistical analysis packages.

## EXPERIENCE

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2023-present

Vice President, *Al Raees Maintenance and Consultancy*.

2015-2023

Chief, Career Development and Training Evaluation, *Ministry of Health*.

Develop plans and administrative, technical, and strategic processes in coordination with various departments and entities within and outside the ministry.

Develop the annual training needs assessment plan for Ministry of Health and located budget.

Study training requests for training programs included in the training needs plan at the external and local levels, such as conferences and short and long training courses. To ensure meeting CSB criteria.

Prepare training budget, monitor the disbursement of the budget, and determine the total costs.

Conduct training evaluation for training courses and trainees during the three different training stages.

Follow-up related administrative and financial issues with other ministries and training institutions.

Follow-up of the implementation of the agreements concluded between the Ministry and universities, the Saudi Commission for Specializations and (Tamkeen).

2012-May2015

Acting chief, Quality Management Section, *Ministry of Health*

Led the development of several Ministry of Health departments and directorates 4-years strategic plans, specific policies, and operational plans and associated budget proposals (2015-2018).

Managed and monitored several Ministerial strategic improvement initiatives (i.e., hospital indicators, safety strategy).

Managed the establishment of the Ministry of Health Balanced Score Card system including its structure, mandate, processes, capacity building and procedures.

Responsible for evaluating the semiannual progress of Ministry of Health strategic indicators.

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- 2005-2012      **Senior Quality Specialist, Ministry of Health**
- Advised and supported the teams responsible for the development of improvement plans related to accreditation process.
  - Led the establishment of Ministry of Health policies.
  - Played a role in the development of Bahrain Hospital standards.
  - Developed and executed capacity building and change management initiatives in several MOH departments.
  - Led the planning, development, and implementation of the Accreditation project in Ministry of Health 2007-2011.
  - Played a key role in the execution of Bahrain Health Strategy 2002-2010.

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- 2012-2015      **Member of the GCC committee for Quality and Safety**
- Participated in the development of GCC Quality and Safety strategic plan.
  - Played a key role in the execution of GCC Quality and Safety strategic plan.
  - Led the first survey conducted to assess safety culture in the GCC countries.

## EDUCATION

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- 2003-2005      **Master in Executive Business Administration, University of Bahrain**
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- 2001-2002      **Post Graduate Diploma in Business Administration, University of Bahrain**
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- 1998-2000      **Diploma in Executive Management, University of Bahrain**
- 2005-2006      **Specialized Diploma in Total Quality Management, TUV Institute**
- Course and Workshop Attended**
- Nov 2019      Hunan Resource Summit and Expo, Dubai
- Nov 2016      Training Needs Assessment Methodology, Bahrain, *BIPA*
- Oct 2016      Measuring return on investment of training ROI, Bahrain, *BIPA*

April 2014	International Forum on Quality in Healthcare, Paris, BMJ
April 2013	Partnering For Healthier Population and Safer Care, Qatar, Accreditation Canada
March 2013	Med health, Cairo, Arab Hospital Federation
January 2008	Strengthens Teamwork: Achieving Standards of Excellence, Accreditation Canada
January 2008	Leading the Accreditation Process, Accreditation Canada
February 2008	Policies & Procedures in Healthcare Organization, Accreditation Canada
January 2008	Leadership: The Key Achieving Standards of Excellence, Accreditation Canada
September 2006	Surveyors Training, HAUTE AUTO PRITE DE SANTE

#### **Additional skills:**

Attended several courses in strategic planning, project management, communication, quality management, advocacy, women empowerment, politics and political systems, election campaigns and election management.

#### **ملخص السيرة الذاتية باللغة العربية:**

سما يوسف الرئيس حاصل على شهادة الماجستير في إدارة تنفيذية من جامعة البحرين ودبلوم متخصص في الإدارة بالجودة الشاملة. تعمل حالياً بمنصب نائب الرئيس بمؤسسة الرئيس للصيانة والاستشارات. عملت كرئيس تخطيط التطوير الوظيفي وتقييم التدريب في وزارة الصحة (2015-2023). وكلفت كقائم بأعمال قسم إدارة الجودة في وزارة الصحة من عام 2012-2015.

21 عاماً من الخبرة الإدارية في القطاع الصحي؛ مختصة في تخطيط التطوير الوظيفي، ووضع خطط تقييم احتياجات التدريب وتقييم التدريب. علاوة على الخبرات في إنشاء نظم إدارة الجودة ومراجعة الخطط الاستراتيجية. عضو لجنة الاعتماد التوجيهية لسنة 2007-2011. أشرفت على العديد من المشاريع منها بطاقة الأداء المتوازن (Balance Score Card). عضو اللجنة الخليجية للجودة (2012-2015) شاركت خلالها في إعداد وتنفيذ الخطة الخليجية للجودة وسلامة المرضى. عضو جائزة الشيخ خليفة بن سلمان للعمل البلدي في دورتها لسنة 2012. حاصل على وسام الأمير سلمان للاستحقاق الطبي.

#### **الأوسمة:**

حاصلة على وسام الأمير سلمان بن حمد للاستحقاق الطبي.

#### **ملخص المشاركات الاجتماعية و السياسية:**

رئيس مجلس إدارة للجمعية البحرينية للتخطيط الاستراتيجي 2023-2025.  
نائب الرئيس للشئون التنظيمية بتجمع الوحدة الوطنية، بدورته الحالية.  
رئيس جمعية المرصد لحقوق الانسان 2013 – 2015.