META MEDICAL
Research Institute

# Pournima Shirahatti

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## PROFESSIONAL EXPERIENCE:

**Clinical Research Coordinator, META Medical Research Institute, Dayton, OH** Apr. 2019 - Present

- Conducts day-to-day operations of clinical research trial including subject recruitment, protocol implementation, regulatory upkeep, etc.
- Assists in the planning, development, and submission of potential research projects.
- Facilitates communication and cross-project research between multiple medical- and clinical institutions.
- Maintains large database of clinical trial recruits, including daily interaction with current, prior, and potential research subjects.

**Clinical Research Coordinator, DOC Clinical Research, Dayton, OH** July 2018 - Present

- Conducts day-to-day operations of clinical research trial including subject recruitment, protocol implementation, regulatory upkeep, etc.
- Assists in the planning, development, and submission of potential research projects.
- Facilitates communication and cross-project research between multiple medical- and clinical institutions.
- Maintains large database of clinical trial recruits, including daily interaction with current, prior, and potential research subjects.

**Lead Clinical Research Coordinator, Clinical Inquest Center Ltd, Beavercreek, OH** Mar. 2015 - Sept. 2017

- Managing PSSV (pre-site selection visit) and SIV (Site initiating visit)
- Completing and submitting regulatory documents
- IRB communication
- Following proper procedure to complete ICF(Informed Consent Process) for research participants
- Following proper procedures during each study visits as required per protocol
- Dispensing study medication with proper instructions to the research participant and keeping accountability
- Dispensing e Diary with proper instructions to the research participants
- Maintaining source documents
- Entering source data into EDC (Electronic Data Collection system)
- Resolving queries in EDC
- Worked independently with study monitors during Audits on site
- Maintaining inventory
- Maintaining confidentiality about study data and research participants

**Clinical Inquest Center Ltd, Beavercreek, OH** Dec. 2014 - Mar. 2015

Volunteer with the organization to acquire all the skills necessary for the Clinical Research field

Trainings and Skills

- CITI GCP (Good Clinical Practice)
- NIH protecting Human Research Participants
- HIPAA
- CPR
- IATA
- Various IWRS systems
- Various Electronic Data Collection systems (EDC)
- Knowledge of Herbal Medicine
- Multitasking
- Can work independent and/or in group
- Vitals and ECG
- Maintaining SOPs

## PAST PROFESSIONAL EXPERIENCE FROM INDIA:

**Medical officer in Multispecialty Hospital, Kerala Sanjeevani Ayurvedic Center, Hyderabad India** 2010 - 2012

- Worked with chief physician during herbal medicine procedures
- Managing staff such as pharmacist, therapist
- Educate patients and proper follow up during treatment
- Preparing notes for each visit
- Taking Vitals

**Ayurvedic Family Physician, Charitable Trust Hospital, Karad, Maharashtra, India** 2008 - 2009

- Diagnosis and Treating patients
- Taking vitals and ECG

**Worked as on Duty Doctor, Shree Multispecialty Hospital, Karad, Maharashtra, India** 2006 - 2008

- Following up of treatment with chief Physicians in inpatient department
- Duty doctor in Emergency ward
- Taking Vitals and ECG
- Giving primary treatment to the patients in inpatient department
- Maintaining proper medical records of patients during hospital stay and preparing discharge summary

## EDUCATION:

- 5 Years Bachelor's in Ayurvedic Medicine and Surgery- B.A.M.S (bachelor's Degree in Herbal Medicine from India)
- Ayurveda Mahavidyalaya
- University of Karnataka, Hubli, Karnataka, India