

Stanford



Danielle Osburg

Administrative Associate, Stanford Laboratory for Cell and Gene Medicine

SUPERVISORS

- Bruce Burnett
- Kathryn Melsop

Bio

BIO

Prior to joining Stanford, I was a Skilled Nursing Authorization Specialist and Quality Program Assistant at Kaiser Permanente. My most previous role involved data mining, database maintenance and creation, statistical reports, financial reports, form creation, Medicare & HMO billing approvals, program support and medical supply procurement. I have spent the last decade working on quality systems and streamlining programs and services to improve patient care and experience. I have over 15 years total experience in program support, project management, procurement, and business finance.

CURRENT ROLE AT STANFORD

At the Laboratory for Cell and Gene Medicine (LCGM), I provide operational support to the unit and administrative support to the interim executive director, Dr. Bruce Burnett. This support includes document creation, calendaring, event management, travel arrangements, procurement, expense reporting, website maintenance and more.

LINKS

- LCGM Website: <http://med.stanford.edu/lcgm.html.html>