

RESUME 400

PROFESSIONAL PROFILE:

Reliable, service-focused professional with excellent patient-care and charting skills gained through years of experience as a Certified Nursing Assistant. Compassionate and technically skilled in attending to patients in diverse healthcare settings, including sub-acute, geriatric, post-op, and long-term.

My prior experience has allowed me to appreciate the value of being able to serve others while working with a multitude of professionals to accomplish a common goal of healthcare.

Recent training combined with this experience will allow me to transfer many skills learned to a new area in the healthcare field.

EDUCATION:

Certified Medical Billing Specialist, 3/2021, Niagara County Community College, Sanborn, NY
High School Equivalency, New York State Department of Education, Albany, NY

SKILLS:

- Medical billing
- Medical terminology
- Microsoft Office Suite
- Medent
- Maintain confidentiality
- Received ongoing job training
- Daily documentation
- Taking vitals
- Alleviate anxiety
- Collect/report changes with medical care
- Accurate
- Collaboration
- Teamwork
- Follow written/oral direction

EXPERIENCE

Certified Nursing Assistant

- Adhered to safety and confidentiality guidelines
- Charted daily on patient's behaviors
- Followed care plans for patient
- Preserve patient dignity and minimize discomfort
- Comfortable working with elderly and those with special needs
- Keeping up to date on CEU's, continuing education credits and in services
- Transport patients to and from nearby hospital
- Transferred patient in and out of bed as medically needed
- Provide post-operative care to surgical patients, alleviating their anxiety about rehab care
- Assessed vital signs and providing pre- and post-operative care
- Good collaboration and teamwork skills

RELATED WORK EXPERIENCE

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| • Arbor Medical | Certified Nursing Assistant | 10/10- 02/12 |
| • Grand Oaks Health & Rehabilitation | Certified Nursing Assistant | 11/08- 03/12 |
| • DeGraff Skilled Nursing Facility | Certified Nursing Assistant | 10/01- 10/07 |