

JESSICA CLAIRE

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SUMMARY

Forward-thinking Operations Specialist bringing [Number] years' expertise in [Area of expertise] for [Industry] sector businesses. Critical thinker able to cultivate rapport with individuals to optimize project goals and output, resolve complex problems and deliver innovative improvement strategies. Sensible Operations Specialist with a passion for business management, operations, and sales. Driven, ambitious and dedicated to managing the flow of the workplace and optimizing day-to-day activities. Over [Number] years of strong experience in the [Industry Name] industry. Attentive [Job Title] brings more than [Number] years of consulting experience with [Type] companies. Results-oriented approach to cultivating complex best practices to meet organizational and regulatory expectations. Detail-oriented focus on achieving expected outcomes. Enthusiastic hard worker with expertise in cultivating lucrative client relationships and implementing effective processes and procedures.

SKILLS

- MS office suite, Adobe and google software proficiency
- Lecturer and trainer
- Mental Health
- Project Lead
- Project Management
- Quality Improvement
- Safety
- Supervision
- Issue resolution
- Strategic Planning
- Quality assurance
- Analysis

EDUCATION AND TRAINING

Samuel Merritt University
San Francisco, CA • 12/2010

MPA: Physician Assistant

San Francisco State University
San Francisco, CA • 05/2006

Bachelor of Science: Physiology
Cum Laude

CERTIFICATIONS

AHA BLS Certified PRESENTATIONS
TRANSGENDER MEDICINE FOR
PRIMARY CARE PROVIDERS 2014 --
Samuel Merritt University 2013 --
California Academy of Physician
Assistants Annual Conference 2015
-- Highland General Hospital

EXPERIENCE

Icon - Consultant

Cary, NC • 06/2018 - Current

- Studied [Area of expertise] to develop and implement enhancement recommendations and facilitate [Result].
- Furnished custom-tailored advisory services to boost performance, hiring practices and management systems.
- Evaluated internal systems and prepared training initiatives to mitigate ongoing problems.
- Assembled action item roadmaps to detail initiatives and provide insight into reporting for budgeting and planning specifics.
- Cultivated best practices based on [Type] experience according to up-to-date industry and regulatory expectations.

Cano Health - Physician Assistant

Brownsville, TX • 09/2017 - 07/2018

- Assessed, diagnosed, treated and delivered follow-up care to male and female inmates in the corrections system
- Provided comprehensive acute, chronic and emergency medical care for incarcerated individuals at Alameda County's largest jail including:
- Detailed history, physical exam, ordering and interpretation of diagnostic labs and imaging, diagnosis, treatment, medication prescribing and monitoring and minor procedures, wound care and splinting.
- Made critical decisions about patient care and treatment in a fast paced environment with minimal oversight and frequent emergencies and interruptions.
- Worked closely with sheriffs deputies to ensure inmate and staff safety and access to care.
- Ran weekly chronic care clinic for patients with chronic health conditions including diabetes, hypertension, heart disease and asthma.
- Supervised nursing staff, and consulted on patients and orders for care and medications.
- Alcohol and drug detox/withdrawal supervision, evaluation, treatment, and management.
- Trained and onboarded new nursing staff.
- Locum Tenens - Barton Associates and HealthRight 360 Various Locations in California as a Locums Provider: 2016-Current.
- Provided fill in/temporary work at various medical facilities and clinics throughout California, offer and short as 5 weeks coverage.
- Quickly learned and adapted to different clinics flow, EHR system and policies in order to "hit the ground running" in a variety of specialties.
- Family Practice.
- Wound Care.
- Urgent Care.
- Addiction Medicine
- Worked with medical professionals to provide complex clinical care management, patient education and counseling.
- Performed non-invasive medical procedures, including suturing, incising and draining cysts and abscesses, wound care and debridement.
- Responded to urgent and emergency situations such as cardiovascular, abdominal, neurological, psychiatric and endocrinology emergencies.
- Kept abreast of advances in medicine, computerized diagnostic and treatment equipment, data processing technology, imaging advances, government regulations, health insurance changes and financing options.
- Assessed patients in active drug and alcohol withdrawal and provided interventions to manage physical and psychological withdrawal symptoms.

Cano Health - Physician Assistant

Chicago, IL • 01/2013 - 01/2015

- Longitudinal continuity clinic at a safety net hospital specializing in complex care of high-risk patients with multiple comorbidities and psychosocial challenges including advanced diabetes, CHF, MI, HTN, Polysubstance Abuse, Mental Health Issues, Morbid Obesity, A-Fib, Seizure disorders and more.

• Chosen Clinic Representative in multiple leadership and quality improvement areas including, QI, PI, LEAN, EHR implementation, PDCA, IT Clinical Champion.

• Alameda County Safety Net Working Group on Opioid Prescribing: Stakeholder.

• Controlled Medication Practices Quality Improvement Highland Adult Medicine: Process Owner and Project Lead.

• Alameda Health System Opiate Committee: Member.

• Ambulatory Quality Review Committee, Quality improvement and project management champion.

• Electronic Health Record and IT: Ambulatory Medicine Clinical Champion.

• ICD-10 Implementation: Stakeholder and Adult Medicine Representative.

• LEAN: Alameda Health System Ambulatory Representative.

• Expert Lecturer on Transgender Medicine for Primary Care Providers.

• Alameda Health System LGBT Best Practices and Cultural Competence Advisor.

• Human Resources Employee Orientation and Training Advisor on LGBT Cultural Competency.

• Preceptor, Lecturer and Expert Advisor on Women's Health and Pap Smears for Special Patient Populations: Trained PGY1-3 Internal Medicine Residents.

• Adult Medicine Quality Improvement and Project Management Champion.

Cano Health - Physician Assistant

Hialeah, FL • 01/2011 - 01/2013

- Full-time primary care provider for a longitudinal continuity clinic specializing in transgender medicine and women's health.

• Precepted and trained medical assistants and nursing staff and medical assistants.

• Longitudinal care for patients with complex medical conditions and multiple comorbidities.

• Teaching of Medical, PA and NP students on a Transgender Medicine Rotation and Women's Health Rotation.

• Represented clinic in the press.

• Expert in Transgender Medicine, providing consultation to multiple medical professionals on treatment and care to transgender and gender non-conforming patients.

ACTIVITIES AND HONORS

Alameda Health System Opiate Committee Member Ambulatory Quality Review Committee Member
California Association of Physician Assistants American Association of Physician Assistants

ADDITIONAL INFORMATION

- HONORS & AWARDS , Phi Beta Kappa Honor Society San Francisco State University Biology Department Valedictorian