

MIA WYATT

Dental Assistant | Patient Care | Organizational Skills | X-Ray Certification

@ m.wyatt@enhancv.com LinkedIn Houston, Texas

SUMMARY

With over 5 years of experience as a dental assistant, I bring a strong combination of technical proficiency, organizational skills, and patient-centered care. Skilled in radiography, surgical assistance, and infection control, I ensure smooth clinical operations and high standards of safety. I am dedicated to fostering an environment that reduces patient anxiety, improves engagement, and supports positive long-term oral health outcomes. My ability to streamline workflows, implement efficient record-keeping systems, and mentor new staff has consistently contributed to improved office efficiency and patient satisfaction.

SKILLS

CPR Certification X-ray Proficiency Patient Management Systems Dental Software (e.g., Dentrix)

Infection Control Procedures Surgical Assistance

EXPERIENCE

Dental Assistant

Houston Dental Associates

08/2021 - Present Houston, TX

- Assisted in over 30 procedures weekly, ensuring all instruments were properly sterilized and organized for efficient workflow.
- Developed and implemented new patient record management system, resulting in a 20% increase in office efficiency.
- Provided education on post-treatment care to 100+ patients, enhancing overall patient satisfaction and retention rates.
- Changed medical histories effectively, improving patient data accuracy, which resulted in better care plans for patients.
- Collaborated with the dental team to improve patient scheduling, significantly reducing wait times by 15% on average.

Oral Surgery Assistant

Advanced Dental Surgery Center

01/2019 - 07/2021 Houston, TX

- Assisted surgeons in a variety of complex oral procedures, handling instruments and maintaining sterile environment.
- Trained two new assistants, enhancing team efficiency and ensuring adherence to all safety protocols.
- Conducted over 50 dental X-rays per week which contributed to a smoother diagnostic process for our dental team.
- Maintained a clean and organized workspace, receiving recognition for outstanding adherence to cleanliness standards.

Dental Hygiene Technician

Healthy Smiles Clinic

06/2017 - 12/2018 Houston, TX

- Assisted the dental hygienist during cleaning appointments, contributing to improved patient throughput and satisfaction.
- Managed sterilization of instruments and compliance with health regulations, ensuring safety in our dental practice.

EDUCATION

Associate of Applied Science in Dental Assisting

Houston Community College

01/2015 - 01/2017 Houston, TX

KEY ACHIEVEMENTS



Improved Patient Flow

Streamlined patient scheduling processes, leading to an average wait time reduction of 15% across the office.



Enhanced Patient Education

Developed and implemented educational workshops resulting in a significant increase in patient engagement and satisfaction.



Staff Training and Development

Successfully mentored new hires, improving team efficiency and fostering a culture of high-quality care and support.



Recognition for Excellence

Received 'Employee of the Month' award for exceptional patient care and commitment to improving office operations.

INTERESTS



Oral Health Advocacy

Dedicated to promoting the importance of dental hygiene and regular check-ups among community members.



Patient Care

Passionate about creating positive experiences for patients while prioritizing their oral health.



Continuous Learning in Dentistry

Enthusiastic about attending workshops and conferences to stay updated on the latest dental advancements.

TRAINING / COURSES

Radiography Certification Course

Completed comprehensive training in radiography, certified by the Texas State Board of Dental Examiners.

Infection Control in the Dental Office

Enhanced knowledge regarding sterilization techniques and infection prevention protocols provided by dentalcare.com.