

# Sheyla Michelle Popovich

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[Sheylapopovich@gmail.com](mailto:Sheylapopovich@gmail.com) | Ph:813-422-2951 | Denver, CO

LinkedIn: <https://www.linkedin.com/in/sheyla-popovich-fsd/> | GitHub: <https://github.com/SheylaPopovich> |

Portfolio: <https://sheylapopovich.github.io/sheyla-michelle-popovich/>

## Professional Profile

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Frontend and backend- equally proficient full stack developer with over 8 years of experience in the medical field. I have experience in both administrative and clinical duties that are performed at the highest level of professionalism. I wish to obtain the position of a full stack developer within your organization where I can utilize my skills of HTML, CSS and JavaScript efficiently and effectively. Graduated bootcamp at the University of Denver and obtained a Certificate in Full Stack Web Development with enhanced skills in collaboration, design ability, databases and testing.

## Technical Skills

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### Frontend

- HTML5
- CSS
- jQuery
- JavaScript
- Bootstrap

### Backend

- MySQL
- Express
- Node

## Projects

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Get Flexed | <https://github.com/SheylaPopovich/get-flexed> |

<https://sheylapopovich.github.io/get-flexed/>

- An inspirational workout app with body targeted exercise routines
- Github Manager, Data Flow Doctor, CSS Expert
- the app is able to save last workouts using local storage
- Tools: JavaScript, BULMA, jQuery, API's- WGER and Type Fit Qoutes

## Education

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University of Denver

June 2021

Full Stack Web Developer

Hillsborough Community College, Tampa, FL

Attended 2017-2019

Nursing Program

Remington College, Tampa, FL

July 2013

Medical Assistant Program

Awards: Perfect Attendance, President's Honors

Organization: National Technical Honors Society

## **Experience**

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### **DOS -Desk Operations Specialist**

#### **Mayo Clinic, Phoenix Arizona**

**2020-2021**

- Facilitated patient visits and supported the health care provider by anticipating and responding to patient needs and requests of the healthcare team. Managed the DOS training team, created and implemented new work processes for enhanced patient care and clinic workflow.
- Obtained and/or verified patient demographics, medical insurance information, and properly advised patients of scheduling delays or changes to the appropriate individuals.
- serves as a direct contact and resource to the patient
- Performed related administrative duties such as processing ABN forms, insurance verification, as well as processes patient appointment communications and related materials
- Allowed care providers to focus on patient care by coordinating details of patient visits, which included: coordinating complex appointment schedules and daily activities of the care providers in a multispecialty medical practice, preparing patients, completing pre-examination record information, managing the flow of patient materials

### **Registered Medical Assistant**

**2019- 2020**

#### **Cancer Treatment Center of America, Goodyear Arizona**

- Prepared patient for exam and treatment, recorded vital signs, symptoms, chief complaints, documented pain scores as appropriate. Reported condition of patient which may be indicative of change in the patient's condition to the clinician
- Coordinated and managed patient care including pre-certifications, referrals, authorizations, disability paperwork, prescriptions, and scheduling of patients for clinic, hospital and other ancillary medical treatments and tests
- Responsible for communicating appropriate test results to patients. Acted as a resource to clinician to provide optimal patient care

### **Certified Patient Care Specialist / Registered Medical Assistant**

**2016- 2019**

#### **University of South Florida Morsani Medical Center, Tampa FL**

- Prepared patient and assists provider with exams/treatments/procedures
- Scheduled diagnostic studies and follow-up appointments for more than 250 a week
- Took upwards of 50 patients a day vital signs, recorded, managed and updated the EMR
- Managed prescription refills as authorized by provider
- Performed Allergy and Spirometry Testing, Ear Lavage
- Conducted patient education and provides after-visit documentation as appropriate
- Performed EKG's, PT/INR, Holter Monitor Application, and Point of Care Testing

**Registered Medical Assistant**

**2014-2016**

**TLC Medical Aesthetics & Pain Management, Tampa, FL**

- Chart preparing for completeness and physician review
- Ordered medical supplies as needed, stocks exam room and work area
- Ensured the cleanliness, sanitation, maintenance of facility, exam rooms and equipment
- Acted as a liaison between providers, patients, pharmacies, hospitals, and other health care professionals and nonclinical staff to provide a team approach to patient care
- Administered injections and perform venipuncture over 20 times a day
- Responsible for all clerical duties, forms management, answer multi-line phone in a professional courteous manner