

## PHLEBOTOMY TECHNICIAN

Dynamic Healthcare Technician with a certification in Phlebotomy coupled with over 15 years of experience in a high-pressure work environment. Adept at multi-tasking while building trust with each patient. Areas of expertise include:

♦ OSHA Compliance ♦ Document Coordination ♦ Inventory Management ♦ Quality Assurance ♦ Clinical Reporting ♦ Administrative Support ♦ Problem Solving ♦ Database Administration ♦ Communication ♦ CLIA Guidelines ♦ CPL Compliance ♦ HIPAA Guidelines

Recruited by the Mayo Clinic in Rochester, MN to help train and help perform venipunctures. June-September 2022

Independent contractor phlebotomist 2019-Present

## PHLEBOTOMY EXPERIENCE

Clinical Pathology Laboratories, Georgetown, TX 2017 - Present To service our patients with quality and compassionate care.

Phlebotomist Technician II Perform phlebotomy duties (i.e. venipuncture) at the expert level and also acts as the lead phlebotomist. Assist with scheduling and training of new hires. Knowledgeable of human anatomy and physiology Performs basic to difficult phlebotomy with intent to withdraw plasma. Executes centrifugation procedures and performs aseptic techniques. Achieves glucose tolerance testing by administering pretest and constructing interval withdraws. Collecting and preparing patient specimens to shipping CPL main lab. Responds to an assist with handling patient reactions in accordance to guidelines. Monitor patients and equipment to ensure health of patient and quality of product. Maintain accurate and thorough documentation of necessary records; including patient a session logs. Ensure patient's confidentiality. Build rapport with patient and ensures overall customer satisfaction. Maintains thorough familiarity and compliance with all state and federal regulations, FDA- approved standards Operating Manual, HIPPA, OSHA, CLIA, and internal company procedures. Reports all unsafe situations to the office manager.

Clinical Pathology Laboratories, Georgetown, TX 2015 - 2017 To service our patients with quality and compassionate care.

Phlebotomist Technician I Performs phlebotomy and collects appropriate specimens from patient as ordered. Assures pre-authorization and completes appropriate consent (ABN) prior to collections of limited coverage test. Maintain proper documentation described by quality assurance program including accessioning logs, equipment records and checklists. Maintain adequate inventory of supplies and ensure that all supplies are viable before using for patient collection. Process incoming orders for lab testing. Updates and files all daily paperwork, lab logs and maintain logs. Performs waived lab testing under CLIA guidelines for personnel. Records proper lot numbers of all controls, calibrator, and reagents for waived lab test.

Key Contributions: ♦ Recognized by patients for painless venipunctures (i.e. vacutainer, syringe, butterfly); resulting in an excellent patient relationship and sustaining a broad client base.

BAYLOR SCOTT AND WHITE MEMORIAL HOSPITAL, Temple, TX 2014-2015/2017-present. To be the most trusted name in giving and receiving safe, quality, compassionate health care.

Spam Technician II Perform phlebotomy functions to aid the delivery of patient care. Processes specimens and ensures timely delivery to the appropriate testing laboratory following established procedures. Performs selected support functions for the testing areas as needed. Ensures proper patient/specimen identification, accessioning and data entry utilizing the hospital and laboratory information systems. Performs venipuncture and urine specimen collection on patients ranging from minimally or critically ill. Monitors and prints future orders/labels in a timely manner. Distributes collection containers appropriately. Communicates with patients and other desk personnel in a professional manner when problem solving. Inventories supplies for assigned area on a regular basis to ensure that adequate supplies are placed on order for restocking. Performs routine quality control including documenting assigned refrigerator, freezer and incubator on a daily basis, and recognizes and reports out-of-control results and notifies appropriate personnel in a timely manner. Performs routine

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calibrations and preventative maintenance accurately as participation is required. Recognizes equipment malfunctions and technical problems and takes initial steps to resolve these situations.

INTERSTATE BLOOD BANK, Temple, TX 2014-2014 Providing blood and blood components since 1949

Phlebotomist Performed blood donor screening, collections and preparation of blood components to help ensure that an adequate supply of blood is available at all times.

**Career Note: Serve as a Loader for McLane Southwest Company, August 2008 - 2014**

### **VOLUNTEER EXPERIENCE**

**Phlebotomist, Temple, TX 2011–Present Central Texas Veterans Healthcare System**

- ◆ Performed all procedures of a certified phlebotomist, while adhering to all organization and state regulations.
- ◆ Training new hires the proper procedures and protocols to be successful in the new position.

### **EDUCATION & TECHNICAL SKILLS**

Diploma, 2003 Temple High School, Temple TX

Certification in Phlebotomy, 2011 Central Texas Phlebotomy Institute, Temple, TX

NHA Certified in Phlebotomy Technician, 2017 Central Texas Phlebotomy Institute, Temple, TX

Proficient in: Microsoft Office, Smart Term, WorkDay, Atlas