

# Ashley Caperton, CCMA

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## OBJECTIVE

I am a passionate, fast learning Medical Assistant looking to obtain a career in the medical field. My goal is to utilize my knowledge and skills in order to provide quality care to all patients.

## EXPERIENCE

### Ellis County Urgent Care

October 2018 - January 2019

- Intravenous Therapy
- Weight loss Program
- Injections
- Vitamin Therapy

### Dr. L.D. Hayes Podiatry - MA Extern

Successfully completed 170 hours of externship training

- ABI Scans
- Smart Scans
- Matrix
- Answering phones
- Assist doctor with house calls
- Travel with provider

### D&G Vending Services — Receptionist

July 2009 - December 2013

- Answer phones
- Route messages/calls to correct person

## EDUCATION

### Training Academy 4 U - Ferris, TX

Medical Assisting, August 2018

### Waxahachie High School - Waxahachie, TX

High School Diploma, May 2008

## SKILLS

Phlebotomy

EKG

Lab Procedures

Injections

Visual Acuity

CPR Certified

Wound Dressing

Sterilization

Disinfection

Suture Removal

Triage

HIPAA/OSHA

Charting

Filing

Urinalysis

Pediatric Care

Scheduling

ABI Scans

Matrix

Smart Scan

Intravenous Therapy

## REFERENCES

Available upon Request





