

Shay Jamil

Eules, TX 76040

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Seeking a challenging career as a multilingual Medical Assistant. Where I am able to help others and gain experience.

Authorized to work in the US for any employer

WORK EXPERIENCE

Sleep Lab Technician

Stat medical management - Rockwall, TX - 2015-07 - Present

Hook patients up with EEG wires, explain CPAP and Bipap machines. Delivery CPAP units. Responsible for running sleep studies and explaining procedures to patients.

Patient Care Assistant

PromptTime Home Health Care Service - Arlington, TX - 2014-08 - Present

Responsibilities

Help patient making Dr. Appointments. Help with house work and grocery shopping. Call pharmacy to order prescription. Help with cooking and cleaning.

Customer Service Representative

Land Mark Health Care - Fort Worth, TX - 2014-06 - 2014-08

Responsibilities

Answer phone calls, set up CPAP machine for patient's. Follow up with patients regarding their appointments. Place in oxygen order per patients.

Sleep Technologist

Gray mark Health Care - Ranch, Texas, US - 2011-12 - 2013-09

Running sleep studies. Explain patients Cpap and Bipap equipment's. Hook Patients up for sleep studies. Go over sleep studies and explain different type of sleep apneas. Restock lab and inventory.

Sleep Technologist

North Texas Physicians - Garland, TX - 2011-04 - 2013-06

Garland, Texas 4/11-6/13

Prepared patients for sleep studies. Held all responsibilities of an NPSG technologist as well performing MSLT'S. Inventory lab end of month. Mask fitting on patients. Explaining patient's type of mask and sleep apnea. Go over results. Documentation while patient asleep. Clean and fax paper work over to Dr. Office. Restock lab

Sleep Technologist

Baylor Regional Medical Center - Grapevine, TX - 2009-09 - 2011-03

Prepared patients for Cpap and Bipap studies, Educate patients about sleep stages, go over different type of masks. Go over results, pulse oximeter, Hook up, Call Breakfast for patients, Documentation every 30 minutes, Clean and restock Equipment's.

Sleep Technologist

North TX Lung and Sleep Clinic - Fort Worth, TX - 2006-02 - 2007-04

Prepared patients for sleep studies, explain sleep apneas, explain sleep stages, hook patients up, and Treat patients for Cpap and Bipap, documentations, Score one study per night.

Total Sleep Diagnostics Irving, Texas 11/07-12/11

Hook patients up for Sleep studies, go over Cpap and Bipap, explain sleep stages, Dme's, Mask exchange, Lab Inventory, run day studies also, run Mslt's, Troubleshooting Equipment's, Monitor, Documenting every 15 minutes, Explain Apneas, stock and clean the lab. Make Beds.

Customer Service Associate

Sonic - Arlington, TX - 2003-09 - 2005-03

Clean and restock the store, provided excellent customer service, close and reopen store with management.

Allergy Environment Medical Care Clinic Ft worth, Texas 6/05-8/06

Prepared patients for allergy testing, make allergy shots, set up appointments, and verified medical insurance coverage, Injections, phlebotomy, assistant doctor with lab work.

Internship Medical Assistant

Family Urology - Irving, TX - 2004-04 - 2004-05

Prepared patients for exams, pulled patients charts, obtained vital sings, medical histories, administered topical, oral, Injectable medications. Follow up with patients, schedule patients appointments.

EDUCATION

Diploma in Medical Assistant

High-Tech Institute - Irving, TX
2003-09 - 2004-05

ADDITIONAL INFORMATION

SKILLS

CPR Certified positioning for examinations vital sings
Autoclaving Instrument preparation Injection
Patient flow management EKG'S Billing
Medical Histories Urinalysis phlebotomy
Medical transcription Tray Set-Up Accounting