**Deanna Laurence**

1226 Sandalwood Trail Lancaster Tx 75146

254-205-9313, Deannalee1015@gmail.com

*Objective:*

Reliable **Medical Assistant** professional with excellent patient-care and charting skills gained through 8 plus years of experience as a certified nursing assistant. Hardworking and energetic; adapt easily to change of environment and work schedule. Works well in a team environment and Skilled at multitasking.

*Key Skills:*

· Medical Terminology/ Electronic Medical Records/ Vital Signs & Patient Monitoring

· Privacy / HIPAA Regulations / Ability to Organize and Prioritize work.

*Work Experience:*

**Patient Care Technician**

* Vital signs,Ekgs,blood sugars,intake and output,and daily care for patient and needs
* assist nurses,doctors,physical therapy,and family with patient.
* Removing foley catheter, and Iv ports
* Obtains Patient specimens,peps patient for surgeries according to policy and procedures.
* Daily care of telemetry box,and experience with tele and icu patients.

**Certified Nursing Assistant:**

•Answer patient call signals, signal lights, bells, or intercom systems to determine patients' needs.

•Assist nurses or physicians in the operation of medical equipment or provision of patient care.

•Change bed linens or make beds; Feed patients or assist patients to eat or drink

•Collect specimens, such as urine, feces, or sputum.

•Communicate with patients to ascertain feelings or need for assistance or social and emotional support.

•Document or otherwise report observations of patient behavior, complaints, or physical symptoms to nurses.

**Customer Service/Cashier:**

•Receive payment by cash, check, credit cards, vouchers, or automatic debits.

•Issue receipts, credits, or change due to customers.

•Assist customers by providing information and resolving their complaints.

•Establish or identify prices of goods, services or admission, and tabulate bills using calculators, cash registers; Relay food orders to cooks.

•Greet customers entering establishments.

•Answer customers' questions, and provide information on procedures or policies.

•Maintain clean and orderly checkout areas and complete other general cleaning duties, such as cleaning counters and emptying trash cans.

**Work History:**

Texas Health Heart and Vascular Arlington, Tx **Patient care technician** May 2014-January 2018

Texas Masonic Retirement Home- Arlington, TX Certified **Nursing Assistant** Mar 2012-June 2014

Pei Wei-Arlington, TX **Customer Service/Cashier** Nov 2011-July 2012

Park Plaza- Whitney, TX **Certified Nursing Assistant** April 2011-Sep 2011

**Education:**

Concorde Career College, April 2014 Graduate-**Accredited Medical Assistant Program, GPA 3.85**

**Medical Assistant Externship- CitiMed,** Arlington, TX- 160 hours

•Performed front and back office duties and provided excellent patient care.

McLennan Community College 2010 Certified Nursing Assistant