**Stephanie Shankle**

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Cedar Hill, TX 75104

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**Registered Polysomnographic Technologist**

**EDUCATION**

Concorde Career College, Grand Prairie, TX

***Polysomnographic Technologist*** – June 2014

Registry Number 22,333

**SKILLS**

* Measures electrical activity of patients brain waves as well as other physiological variables, using polysomnograph, to aid physician in diagnosis treatment of sleep disorders
* Applies surface electrodes to patients head, using adhesive paste or tape, to obtain electroencephalogram Eeg measurement plus applies other combinations of sensors & electrodes to patient to obtain measurements like electromyogram Emg , electrooculogram Eog , electrocardiogram Ekg , air flow respiratory effort plus oxygen saturation, as requested by physician following established procedures
* Operates closed circuit television camera to observe patient during test to record patients sleep activities
* Operates polysomnograph equipment to record electrical activity of brain waves as well as other physiological variables records notes on graph to eliminate from consideration physiological measurements caused by such activities as patient opening eyes, turning head, or turning body
* Studies polysomnogram to recognize arrhythmias as well as abnormal respiratory patterns calls physician or other emergency personnel if needed
* Measures durations of brain waves recorded on polysomnograms, using millimeter ruler
* Studies characteristics of completed polysomnogram tracings summarizes data showing stages of sleep, abnormal breathing events, periodic leg movements, arrhythmias, and also other information, applying knowledge of polysomnograph testing principles
* Enters data into computer as well as writes report incorporating patients medical history, completed patient questionnaires, previous plus current polysomnogram information, presence type of abnormality, and also other information for analysis by physician or other health professional
* Computer experience includes Excel, Word, Timberline, Create-A-Check, SmarTerm, Pivotal, OMD, Internet, ComputerEase, MedHost, Cadwell , Alice 6, Outlook, and eAutomate

**CLINICAL EXPERIENCE**

* Sleep Specialties, Frisco, TX
* Medical City, Dallas, TX
* Sleep Specialties, Decatur, TX

**WORK EXPERIENCE**

Pulmonics Plus/Texas Sleep & Diagnostic PRN, Waxahachi, TX Feb 2019 to present

**Registered Sleep Technologist**

* Performs NPSG with 2:1 tech ratio
* Performs CPAP titrations with 2:1 tech ration
* Performs Emergency Split titrations with 2:1 tech ratio
* Process nightly paperwork and uploads of studies
* Train newly hired technicians and technologist

Nobilis Health Sleep Lab, Plano, TX Dec 2017 to Nov 2018

**Sleep Lab Coordinator**

* Data entry of patient information for processing by central business office
* Patient scheduling
* Pre register and register patients
* HST uploading and downloading
* Scoring of studies performed
* Tech scheduling
* On Call at night for tech assistance or emergencies
* Performed studies as needed
* Correspondence with doctors and DME company

Texas Pulmonary Sleep Center, Arlington, TX Nov 2015 - Dec 2017

**Regsitered Sleep Technologist**

* Performs NPSG with 2:1 tech ratio
* Performs CPAP titrations with 2:1 tech ration
* Performs Emergency Split titrations with 2:1 tech ratio
* Process nightly paperwork and uploads of studies
* Train newly hired technicians and technologist
* Clinical training of PSG and NDT students

Sleep Specialties, LLC, Rockwall, TX June 2014 – Nov 2015

**Lead Sleep Tech**

* Performs NPSG with 2:1 tech ratio
* Performs CPAP titrations with 2:1 tech ration
* Process nightly paperwork and uploads of studies
* Clinical training of PSG and NDT students
* On call for emergency EEG when necessary

The Sumner Group dba Datamax, Coppell, TX February 2010 – May 2013

**Equipment Billing Coordinator**

* Review contracts for documents submitted by sales teams
* Review weekly audit of equipment status
* Create and print initial lease billing and cash sale billing
* Follow-up with departments to ensure timely delivery of equipment

Morrison Supply Company, Fort Worth, TX July 2009 – November 2009

**Legal Assistant**

* Conduct legal research and discovery
* Process citations for service on defendants
* Prepare legal documents including original claims, amendments, aliases, non-suits, dismissals, continuances, abstracts of judgments, and writs of execution
* Organized and maintained over 100 files

Empire Roofing, Ltd. Fort Worth, TX May 2006 – August 2008

**Administrative Assistant**

* Schedule all travel arrangements for president, vice president, estimating team, and out of state crews.
* Type and submit bids and proposals to customers
* Data entry of new customers, properties, and all work performed at service site
* Preparation of invoices and lien releases for ongoing and completed roof replacement projects

**ACCOMPLISHMENTS/CERTIFICATIONS**

American Heart Association BLS CPR Certified