

Tracey White

Medical Assistant - Brigham and Women's Faulkner Hospital

Dorchester, MA 02124

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(617)7041961

Work Experience

Medical Assistant

Brigham and Women's Faulkner Hospital - Boston, MA

March 2019 to Present

Provides in the direct and indirect care of the patients and health maintenance

Record patient information such as vital signs, weight and changes in medical history prior to each appointment

Clean and prepare examination rooms prior to patient appointments

Greets patients, assist with maintaining the medical inventory and placing orders for new materials as needed

Emergency Service Assistant

Brigham and Women's Hospital - Boston, MA

October 2011 to March 2019

Provided technical support to providers and nurses to facilitate patient care

Assist with resuscitation/CPR and emergency airway procedures

Measure and document patient vital signs

Obtain 12-lead ECGs

Discontinue peripheral IV /saline locks

Collect and transport specimens for laboratory analysis

Customer Service Representative

The TJX Companies, Inc - Framingham, MA

May 2007 to December 2008

Provided superior customer service; maintained outstanding standards and product knowledge; communicated consumers' requests to management

Certified Nursing Assistant

Marian Manor Nursing Home - Boston, MA

February 2004 to December 2005

Provided support service to residents requiring skilled professional services; assisted patients per their rehabilitation plan

Case Manager

Victory Programs, Inc - Boston, MA

February 2000 to June 2002

clients; organized weekly group meetings

Education

High school or equivalent in Medical Assistant

Lincoln Technical Institute - Somerville, MA

December 2010

High school diploma

McKinley Technical High School - Boston, MA

Skills

- Patient Care (10+ years)
- Epic (5 years)
- EMR
- Vital Signs (10+ years)
- EKG
- Phlebotomy
- Filing
- Medical Records
- CPR Certified (5 years)
- CPR (9 years)
- Microsoft Word
- Vital Signs Experience