Gail Thiel

nurse practitioners and other medical personnel - Beaumont Rehabilitation and Skilled Nursing

Worcester, MA - Email me on Indeed: indeed.com/r/Gail-Thiel/a14109b4a1c901ff

WORK EXPERIENCE

nurse practitioners and other medical personnel

Beaumont Rehabilitation and Skilled Nursing - September 2016 to Present

Sept. 2016 - present
Medical Information/Supply Management

* Manage medical records, filing, archiving and retrieval.
* File and conduct audits of medical records' content to ensure adherence to Agency policies and regulatory standards.
* Process medical records requests.
* Maintain a database and tracking system for medical records.
* Maintain confidentiality and discretion to comply with HIPPA regulations.
* Monthly training on dementia, behaviors, safety, abuse & privacy, HIPPA, compliance.
* Credential and/or re-credential physicians, nurse practitioners and other medical personnel.
* Perform quality improvement tasks.
* Manage, maintain and purchase medical/nursing supplies.
* Manage budget for supplies.

Ambulatory Service Representative

KNF&T Staffing - June 2016 to August 2016

- Contract

* Greet patients for scheduled appointments and procedures.
* Confirm and verify patient demographics and insurance information.
* Assess patients' needs including financial counseling, interpreter services, social services, etc.
* Obtain signatures of consent from patient/guardian for treatment authorization and insurance billing.
* Check patients in and out, schedule appointments/procedures as directed by clinicians or doctors.
* Answer all phone calls and direct to appropriate personnel.
* Obtain and follow up on referrals, authorizations as needed.

Senior Oracle Database Administrator, Engineering SCRUM Team

BOSE CORPORATION - 2013 to 2015

* Ensured efficient, on-time completion of projects in collaboration with project managers.
* Managed complex projects, including execution of more than 120 database upgrades.
* Provided value-added deliverables for new and existing projects, including data migration, product testing, technology upgrades, and technical support.
* Saved $200K in software licensing costs by transitioning to a new server.
* Reduced manual effort for database maintenance by 50% through process automation.
* Decreased time requirement for data backup and recovery by 8 hours.
* Reduced operational costs by implementing new, more efficient technology.

Senior Oracle Database Administrator
BOSE CORPORATION - 1995 to 2013

* Managed and supported Oracle SAP and non-SAP databases in a 24x7 production environment.
* Installed, upgraded, patched, monitored, and tuned databases, and controlled user accounts. Managed and supported Oracle databases in a 24x7 production environment.
* Planned, coordinated and implemented security measures to safeguard information for PCI compliance and audits.
* Led efforts to coordinate, schedule and implement database upgrades, patching and password resets.
* Worked with System Administrators to build out new Linux servers including physical layout, backups, restores, kernel parameters, storage and kernel patches.
* Developed and documented standards, procedures and guidelines for database tasks.

EDUCATION

Certificate
Oracle University   -   Franklin, MA

Microsoft Virtual Academy