

HEATHER L. JEFFORDS, PA-C

Altoona, IA

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CERTIFICATIONS/LICENSES

NCCPA-Board Certified,

Active State of IA PA & Pharmacy licenses

ACLS, BLS, ATLS, and PALS certified

EDUCATION

Des Moines University of Osteopathic Medicine, 2000-2002

- Bachelors of Science, PA Studies
- Summa Cum Laude Honors
- IPAS and AAPA Scholarship Recipient
- Student Council Parliamentarian

Mercy College of Health Sciences, 1995-1997

- Associates of Science, Radiologic Technology
- Graduate with Honors
- Scholarship Recipient, Mercy Hospital

Prerequisites for PA program (DMACC and Iowa State University), 1997-1999

Southeast Polk High School, 1992-1995

- Graduate with Honors 1995
- National Honor Society 1992-1995
- Student Council

PROFESSIONAL SUMMARY

Affiliate, Global Med Resources 2/19-present

- Provide/offer services to clients, customer relations, providing education, market research, follow ups, sales/marketing strategies and account management

Independent Contractor, Regenerative Wellness Centers, LLC 2/19-present

- Initiate relationship with clients, provide client education on RWC services regarding the Stem Cell Program, liaison in customer relationships

Foot and Ankle Clinic, 04/18-02/19

- Primary support to physician including providing history, anticipated exam, collaborated in treatment plan and follow up, pre-op and post-op consultation and care, First Assisted in surgical cases, completed all electronic record documentation/progress notes
- General office management, including supply management, secretarial, insurance/billing, opening/closing the office/clinic, answering phones/triage, scheduling patients

Contract assignment: Medicaid and State of Iowa DHS 12/17-4/18

- Completed 4 month contract as advocate for DHS and Medicaid Services
- Managed phone calls from patients/members whereby obtaining medical and demographic information, determining eligibility for programs, explaining benefits, assisting in application

***11/16-12/17, Off work due to recovering from an accident

Contract Assignment, PA, Onsite Innovations, 9/16 – 11/16

- Managed primary care, urgent care and occupationally related conditions on factory work site. Oversight of the safety of 1100 employees, ensuring OSHA compliance, providing care and case management to all work and non-work related injuries and concern
- Maintained appropriate follow-up, communication with supervising physician, CEO, attorneys, insurance companies, managers, executives, and staff
- EMR documentation and distribution of reports, phone calls, referrals, acquiring outside medical records and general operation of the medical clinic alone without support staff onsite

PA/Lead Provider, Boone County Hospital, 5/16- 9/16

- Served on executive Board and worked closely with CEO and administrative executives to develop and execute new policies and procedures and manual
- Assisted in hiring and training of new employees, prep of the clinic building/ supply ordering. Collaborated with marketing/PR staff opening of the new clinic via radio, billboard, and newspaper
- Provided preventative wellness and acute illness/injury evaluation and management patient care services to all age range of patients in three other primary care clinic locations during business hours while providing after hour urgent care services
- Documentation using Dragon and Meditech EMR

PA, Locums Temp Assignment, Broadlawns Medical Center Urgent Care, 1/16-4/16

- Completed contracted 3 month assignment to provide coverage in the Urgent Care Clinic at Polk County's hospital
- Provided triage and patient care services to all levels of acuity in all realms of medicine including acute and chronic medical, dental, surgical and mental health needs
- Collaboration of care with other medical staff, departments and offices. Documentation with EMR system Meditech

PA, Prairie City Family Clinic 12/08-12/15

- Provided outpatient services of primary, urgent, and emergent pre-hospital care to all ages
- Provided well child and adult exams, preoperative clearance and consultation, and DOT physicals as well as acute illness/injury and chronic diseases management. Performed

spirometry testing, fracture care and follow-up, including splinting and casting and surgical procedures of excisions, biopsies, I&D's, and soft tissue and joint injections

- Supervision and management of clinic staff as solo provider at times. On call and in office management of long-term care facility residents and contracted facility for individuals with autism

Practice PA, Iowa Orthopedic Center, 8/08-11/08

- Responsible for availability to the entire ortho practice as Surgical First Assistant in operating rooms for total joint replacements, ORIF cases with responsibilities of operating equipment, use of instruments, solo suturing closure of surgical incisions ensure safe transfer to hospital floor or ICU
- Provided daily rounds and consultations of inpatients
- Provided triage management and consultation in adult and pediatric ER for ortho related conditions to include fracture care and dislocation reduction

Contracted temp assignment, PA, Maxim Healthcare, 5/08-8/08

- Completed 3 month assignment for coverage at the DMU clinic in departments of family practice, student and occupational health and the travel health clinic including well and acute visits for city employees, students and immunization and travel health consultation

PA, Dermatology P.C. 7/07-5/08

- Consultation, evaluation and medical and/or surgical management of all ages both autonomously and in collaboration with physicians
- Procedures including punch and excisional biopsies, I&D's, acne surgery, IPL laser treatment, aesthetic filler and Botox treatments, and assist in Moh's surgeries

PA, Chariton Family Medical Center/Lucas County Hospital, 6/02-5/07

On-call and Solo coverage with back up emergency room duty

- Primary care service to all ages to include well examination and evaluation and treatment of acute illnesses/injuries and chronic disease management
- Performed soft tissue and joint injections, fracture care and follow-up including splinting, casting and referral. Surgical procedures including laceration repair, I&D, punch and excisional biopsies, IUD removal, gynecological ultrasound and assist in operating room with C-sections
- Attended juvenile correctional facility weekly for admittance physicals and acute health concerns. Participation on Quality Assurance, Risk Management, Ethics committees

OTHER WORK EXPERIENCE

Medical Director, Optimal Weight Management, 2008-2014

- Reviewed applications and health history and progress of participants in program

- Provided consultation, client education and presentations on nutritional and fitness concerns

Instructor/Lecturer, Des Moines University, 2002-2015

- Supervised and educated PA and DO students in classroom and clinical setting

Radiologic Technologist, Mercy Hospital and Clinics, 1996-2001

- Performed inpatient, outpatient, emergency room and inpatient and outpatient surgical radiological exams and assistance to the physicians

Executive Consultant, Rodan and Fields, 2012-2016

- Consultant of skin care concerns, advised and monitored skin care treatment plans

Altoona Campus, FKA Altoona YWCA, 1993-2001

- Certified fitness instructor, lifeguard and swim instructor

Member and Volunteer, New Life Church

***REFERENCES AVAILABLE UPON REQUEST