

DyNesha Wright

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SUMMARY:

Medical Assistant with excellent communication, patient care skills, and multi-tasking skills; seeking an opportunity in your clinic to contribute to the betterment of patients and the success of the clinic

SKILLS:

- Charting
- Vital Signs
- Wound Care
- Direct Patient Care
- Various Lab Tests
- Coding-CPT/ICD-10
- Medical Terminology
- Autoclave, Sterilization
- Insurance Verifications
- Pharmacology
- Assist Physician with Exams
- Collection of Patient Co-pays
- Calling in Prescription Refills
- Answering Multi-Line Phones
- Specimen Collection & Analysis
- Minor Office Surgical Procedures
- Patient/Family Communications
- Skilled use of an AED and EKG
- Knowledge of OSHA and HIPAA
- Injections
- (SQ, IM, ID, Gluteal)
- Capillary Sticks
- Taking Chief Complaints & Medical Histories
- Phlebotomy (Vacutainer, Syringe, Butterfly)
- EHR
- Customer service
- Cashiering
- Merchandising

EDUCATION and CERTIFICATIONS:

The College of Health Care Professions- Fort Worth, Texas

Graduated May 2021 Medical Assistant Program

National Registered Certified Medical Assistant

Feb 2021

BLS for Healthcare Providers (CPR and AED) Certification

Oct 2020

Langston University

Some College 2016-2018

Las Vegas, NV

Some College 2015-2016

Langston, OK

College of Southern Nevada

EMPLOYMENT:

Ashley's Homestore

Dec 2021-March 2022

Customer Service Representative/Triage

Grand Prairie, TX

- Help customers with scheduling furniture drop offs, or find solution to issue regarding order

Collinson **May 2021- Oct 2021**

Medical Assistant

DFW Airport

- COVID-19 test administrator for travelers to international countries.

Uplift Meridian Preparatory School March 2021-April 2021

Medical Assistant

Fort Worth, TX

- Greet students, assist lead Medical Assistant with temperature checks, symptom screenings, patient vital signs, wound care, documentation, parent communications, eye and hearing testing, scheduling of virtual learnings, and overall child wellness.

Fort Worth Heart **Jan 2021- March 2021**

Medical Assistant 180 hours Externship

Burleson, TX

- Greeted and roomed patients, measured and recorded patient vital signs, recorded medical histories and chief complaints, reconciled medications list, charted using Athena, set up holter monitoring, performed EKG's, answered phones and scheduled appointments, appointment reminder calls, performed patient call backs, lab requisitions, scanned, filed and faxed medical records while adhering to HIPAA Guidelines.

RaceTrac **March 2020 to August 2020**

Cashier

Arlington, TX

- Processed customer payments quickly and returned exact change and receipts.
- Drove sales and add-on purchases by promoting specific item options to customers.
- Completed daily recovery tasks to keep areas clean and neat for maximum efficiency.

Camping World Holdings Inc. January 2019 to March 2020

Retail Sales Associate

Oklahoma City, OK

- Drove sales by successfully employing strategies such as upselling and cross-selling.
- Assisted in strategic planning and setup of merchandise displays to promote target products and attract customer traffic.
- Maintained friendly, outgoing personality to promote positive work environment and build customer loyalty.

SITEL Worldwide Corporation June 2018 to October 2018

Call Center Representative

Norman, OK

- Boosted productivity by maintaining strong call control and quickly working through scripts to address diverse problems
- Consulted with customers to determine best methods to resolve service and billing issues.
- Processed customer account changes.

Braums **Sept 2017-Nov 2017**

Walmart

July 2017 to Aug 2017

Cashier

Enid, OK

- Processed all sales transactions accurately and promptly to prevent long customer wait times.