**Cheyenne Hammons**  
15 York Drive  
Port Deposit, MD 21904  
Contact: ***717-894-9188***Email: [**hammons092@gmail.com**](mailto:hammons092@gmail.com)

**Professional Summary**  
professionally trained nurse assistant with experience ensuring high standards of culturally competent care for a wide variety of 75 patients, or more with diverse needs. Motivated customer service specialist with over 7 years retail experience in a fast-paced, team-based environment.

**Volunteer**  
Mariner Health & Rehabilitation Center 2010- 2014  
Maryland Raccoon & Beagle Club 2010 - Present  
United Kennel Club 2010 - Present  
Harford County Volunteer Fire Department 2016 - Present

**Skills**  
Quick learner, Multitask, organized environment, customer-oriented, Valid Maryland Driver’s License, Accustomed to shift work, Dedicated team player, Sound decision maker, Rapid patient assessment, EMT Techniques, Microsoft Office expertise, Data management

**Education**  
2014 Lincoln Academy High School Diploma GPA: 4.0  
2014-2016 Harford Community College A.A Criminal Justice GPA: 3.0  
2016-Present Maryland Fire And Rescue Institute

**Certifications  
MDBON CNA Community College of Baltimore County**  
BLS certified through American Heart Association, HAZMAT Core Comps, Blood Borne Pathogens, Stress Management, and Fair Practices.  
FEMA Introduction to Incident Command System ICS-100  
FEMA ICS for Single Resources and Initial Action Incident ICS-200  
FEMA National Incident Management System (NIMS) an Introduction IS-700  
FEMA National Response Framework, an Introduction IS-800

**Work History**  
University of Maryland UCMC HMH  
August 2017 to Present  
Patient Advocate/Attendant  
 **Responsibilities**  
Observing patients with mental, and behavior health concerns.  
Document each patient's medical record in its entirety of fifteen minute increments, such as their location, activity, and behavior. Reporting critical information to the appropriate staff, such as the patients nurse, charge nurse, behavioral health evaluator, psychiatrist, and security with each situation. Ensuring a clean, and safe environment for each patient.

**Work History**  
University of Maryland UCMC HMH  
August 2017 to Present  
Patient Access/Registration Coordinator **Responsibilities**Verify patient's full name, and demographics to ensure the best care for each patient. Maintain knowledge of billing and medical record documentation requirements. Contact insurance companies to ensure prior approval requirements are met before patients enter the system such as pre-authorization to present necessary medical information to select insurance companies. Coordinate patient's chief complaint into the system to include the availability of necessary records, coordination of tests, procedures and appointments with all hospital departments. Verify different types of insurances such as Medicare, Medicaid, state, or out of state, employer, and private insurance providers. Ensure proper persecution when completing registration with patients if they are contact, or on isolation with personal protective equipment. PPE **Work History**Active Day of Harford, Belcamp, MD  
January 2013 to January 2017  
Nurse Assistant/Program Assistant

**Responsibilities**  
Maintained accurate records of patient care, condition, progress, and concerns. Responded appropriately to the physical, emotional, and developmental needs of patients. Provided pre and post-operative care. Assisted patients with bathing, oral hygiene, grooming, feeding, and elimination. Helped patients move in, and out of beds, baths, wheelchairs, and automobiles. Maintained a clean, healthy and a safe environment. Assisted with patient transfer and ambulation. Performed clerical duties, such as word processing, data entry, answering phones and filling. Following safe lifting techniques and individual resident lifting instructions. Assisted in cleansing enemas, catheterization and bladder irrigations.