

First Last Name

(123) 446-7890

Email address

EDUCATION

Kingsborough Community College, Brooklyn, NY- 9/2022 - 6/2024

Associate of Applied Science in Surgical Technology

CLINICAL EXPERIENCE

Long Island Jewish Medical Center, Queens, NY- 3/2024-6/2024

Surgical Technologist Intern

Cohen Children's Medical Center, Queens, NY- 3/2024-6/2024

Surgical Technologist Intern

Manhattan Eye, Ear, Throat Hospital, New York, NY- 9/2023-12/2023

Surgical Technologist Intern

Flushing Hospital Medical Center, Queens, NY- 3/2023-9/2023

Surgical Technologist Intern

- Fulfilled all surgical technologist responsibilities in accordance with hospital regulations.
- Participated in a variety of surgical specialties' procedures, such as: General, GYN, GU, da Vinci robotics, Orthopedics, Vascular, ENT, Ophthalmology, and Plastics & Reconstruction.
- Helped with all facets of the preoperative, perioperative, and postoperative care of the patient.
- Led the handling of all tools, materials, and equipment during surgical procedures.
- Maintained the greatest levels of asepsis and surgical conscience.
- Collaborated and worked effectively with management and all team members.
- Acquired the critical thinking skills needed to anticipate the needs of the surgeon
- Complied with the instructions and requirements provided by the manufacturer for handling certain materials.

WORK EXPERIENCE

Catholic Health Services, East Hills, NY & Babylon, NY- 8/2021-9/2022

Lead Patient Service Associate

- Assist patients with scheduling office, procedure and radiology appointments
- Verify insurance eligibility, request and obtain prior authorizations for procedures, medications and radiology
- Create and submit letters of medical necessity to insurance companies
- Process provider and insurance referrals
- Collect and document copayments
- Provide prescriptions and requisitions for lab work and radiology, along with discharge and follow-up instructions.

Scribe America, Great Neck, NY- 12/2019-8/2021

Medical Scribe

- Chart clinical findings
- Contributed to decreasing patient wait time by 50%
- Recorded patient's history of present illness, test results and vital statistics
- Accurately document all elements of treatments, medications, discharge instructions and follow-up care.

CERTIFICATIONS

National Board of Surgical Technology and Surgical Assisting Certification

Anticipated date: June 2024

Association of Surgical Technologists, Member- 02/28/2025

American Heart Association Basic Life Support (CPR and AED) Certification- 2/2023-2/2025