

Professional Experience

Medical Scribe

ABC Hospital, Orlando, FL | April 2019 – Present

- Prepare and assemble medical record documentation/charts for physician
- Enter patient room during visit with physician for capturing and transcribing medical record documentation
- Update patient history and other pertinent health information according to comprehensive data entry process
- Ensure HIPAA compliance practices are always adhered to

Education

Certificate: Medical Billing & Coding

Purdue University Global West Lafayette, IN, 2018

Key Skills

- Speech Recognition Software
- Healthcare Common Procedure Coding System (HCPCS)
- Electronic Health Records (EHR)
- Written & Verbal Communication
- Technical Writing

Bruce Wayne

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Thorough and energetic medical scribe with three years of experience in health information management. Background in medical office testing and procedures, medical terminology, and HIPAA compliance. Excellent communication and time management skills that support quality record reporting. Highly motivated with strengths in interpersonal exchanges, organizational abilities, and clerical skills contributing to optimal efficiency and productivity.