

Tiffany Gibson

Tallahassee, FL
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Work Experience

Medical Assistant Float (Family practice, Internal medicine, & Pediatrics)

Capital Health Plan - Tallahassee, FL
August 2016 to Present

- Greet patients and prepare them for examinations.
- Obtain patient medical history and vital signs.
- Assist physician during patient examinations.
- Perform routine laboratory tests and administer injections.
- Explain treatment procedures, medications, special diets, or doctor's instructions.
- Perform electrocardiograms or other diagnostic tests.

Phlebotomist/Lab Assistant

Tallahassee Memorial Healthcare (Laboratory) - Tallahassee, FL
January 2016 to May 2018

Responsibilities

- Perform venipuncture on all ages
- Acuity levels using established procedures and safety devices
- Responsible for assuring that all aliquoting and separation is done on a timely basis.
- Responsible for reporting of patient results to the appropriate client by charting, telephone, fax, or computer.
- Responsible for collection of blood specimens at outreach locations.
- Verify insurance information

Medical Assistant Externship

Capital Regional Medical Center (Emergency room) - Tallahassee, FL
March 2016 to June 2016

- Assisted with answering phones and scheduling
- Obtain patients medical history and vital signs
- Prepared and assisted physician during patient examinations
- Performed routine laboratory test and administer injections
- Performed electrocardiograms
- Cleaned beds and transported patients

Patient Care Assistant

Tallahassee Memorial Hospital (Postoperative care unit) - Tallahassee, FL
July 2014 to January 2016

- Taken vital signs and collected specimens
- Observed and reported any changes in patient condition
- Assisted with personal cleanliness, nutrition, elimination and activity

- Set up apparatus and ongoing monitoring of patients with equipment
- Provided basic supportive care to patients
- Kept patient room sanitized and orderly
- Provided nutrition as indicate
- Performed department maintenance activities such as stocking, cleaning, ordering and procuring supplies

Service Support Technician

Tallahassee Memorial Hospital (Behavioral Health Center) - Tallahassee, FL
March 2011 to July 2014

- Apportion and serve food to facility residents, employees, or patrons.
- Cleaned and inspect galley equipment, kitchen appliances, and work areas to ensure cleanliness and functional operation.
- Cooked foodstuffs according to menus, special dietary or nutritional restrictions, or numbers of portions to be served.
- Compile and maintain records of food use and expenditures.
- Trained new employees.
- Monitor menus and spending to ensure that meals are prepared economically.

Education

Associate of Science in Medical Assisting

Keiser University - Tallahassee, FL

Certification in Nursing Assistant

Tallahassee Community College - Tallahassee, FL

Skills

Primary Care, Internal Medicine, Urgent Care, Doctor, Geriatrics, Pediatrics, Geriatric

Certifications/Licenses

Certified Phlebotomy Technician

October 2017 to October 2019

Basic Life Support (BLS)

June 2017 to June 2019

Registered Medical Assistant (RMA)

August 2016 to September 2019

Driver's License