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|  |  | |  | | --- | | **KAYLA J BALSLEY** | | 1780 fescu ct Shakopee, MN 55379 (507) 430-4160 kaylabalsley29@gmail.com | |  |  |
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| |  | | --- | | **OBJECTIVE** | | Mindful, compassionate and empathetic  Certified nursing assistant and trained medical assistant with 12 years of professional experience. Eager to provide general care to patients in any setting by offering advanced medical and patient care techniques. In previous roles, served an average of 40 patients per day and helped introduce HIPAA and OHSA compliant quality assurance programs. | | | | |  |
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| |  | | --- | | **JOB HISTORY/DUTIES** | | C.N.A/TMA  MSSI  Rice lake, Wisconsin  Start date 11/05/2020  Current contract end date 11/21/21  Assigned to Norwood young America harbor haven. Took care of 30 pulse residents by myself did all cares all med passes in a timely manor. When other medical staff weren’t there act accordingly in emergency situations followed protocols.  C.N.A /TMA  Interim  Bloomington,MN  Start Date:08/2020  End Date: 11/2020  Went to different facilities such as acute care, SNF, LTC, rehabilitation center, assistant living, group homes etc did all cares and med pass assignments followed emars and pod on a professional but caring manor  Cna/Tma | | Franklin Rehabilitation center  Franklin ,Mn Start Date: 06/16/2008 End Date: 04/20/2020 I cared for 40 patients and their daily needs followed nursing requests along with state guidelines also administered residents medications followed Mars/tar administered medications according to times dates as specified on the mars and according to state guidelines. | | Bartender waitstaff at night | | Broken spoke saloon  Morgan ,MN Start Date: 10/19/2018 End Date: 05/02/2020 Main bartender waitress at night ran bar for my boss I have 20 years experience in this industry I waited tables and gave customers their food and drinks In a timely matter i accounted for all monies and maintained bar. | | | | |  |
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| |  | | --- | | **EDUCATION** | | DEGREE: High School Diploma | | Major: Generals  Redwoodvalley hs , MN Us  GPA: 3.2 Date Completed: 2003 Courses: High school courses | |  | | Major: Nursing  Minor: Nursing  Minnesota west, Mn Us  GPA: 3.6 Date Completed: 2008- haven’t graduated yet Courses: Nursing | | | | |  |
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| |  | | --- | | **LICENSES/CERTIFICATES/ADDITIONAL TRAINING** | | 469063528 | | 2008 Certified nursing assistant and trained medical assistant Mn Cna/Tma | | 2055033745798 | | 2020 Basic life support Mn Bls | | | | |  |
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| |  | | --- | | **ADDITIONAL SKILLS** | | Appointment scheduling Collaboration Communication Documentation Interpersonal skills Organizational skills Patient assessment Patient preparation | | | | |  |