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| **KAYLA J BALSLEY** |
| 1780 fescu ctShakopee, MN 55379(507) 430-4160kaylabalsley29@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/TMAMSSIRice lake, WisconsinStart date 11/05/2020Current contract end date 11/21/21Assigned 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 /TMAInterimBloomington,MNStart Date:08/2020End Date: 11/2020Went 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 manorCna/Tma |
| Franklin Rehabilitation center Franklin ,MnStart Date: 06/16/2008 End Date: 04/20/2020I 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 ,MNStart Date: 10/19/2018 End Date: 05/02/2020Main 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: 3.2Date Completed: 2003Courses: High school courses |
|  |
| Major: Nursing Minor: Nursing Minnesota west, Mn Us GPA: 3.6Date Completed: 2008- haven’t graduated yetCourses: Nursing |

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| **LICENSES/CERTIFICATES/ADDITIONAL TRAINING** |
| 469063528 |
| 2008Certified nursing assistant and trained medical assistant MnCna/Tma |
| 2055033745798 |
| 2020Basic life support MnBls |

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| **ADDITIONAL SKILLS** |
| Appointment schedulingCollaborationCommunicationDocumentationInterpersonal skillsOrganizational skillsPatient assessmentPatient preparation |

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