

Valerie Gipson

Registered Nurse

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Bringing experience, care, and extensive knowledge to help improve the lives of patients. Compassionate and hard-working nurse looking for a position in a dialysis treatment clinic or hospital setting.

Work Experience

Hemodialysis Nurse/Contract Travel RN

DAVITA DIALYSIS KIDNEY CARE - Texarkana, TX

September 2021 to Present

I have experience with patients who have constant fluid overload, AV fistulas and grafts, and catheters that are used for dialysis treatment. I start the treatments, give the medications as prescribed, and assess for my own assigned patients but I assess and administer medications as prescribed for the technician in that same section. I have worked from as large as a 36 chair clinic with a 12:1 ratio. I've taken a few contracts to travel to other clinics within the company when there were staffing shortages and other clinics needed support.

Admissions Coordinator-PRN

Post-Acute Medical Specialty Hospital - Texarkana, TX

January 2019 to Present

I worked closely with case managers, clinical navigators and other facilities to ensure appropriate placement for patients. Maintain communication with floor staff and discharge personnel for smooth patient transitions. Completed admission paperwork and made bed assignments for incoming patients. Remained up-to-date on all insurance requirements, including details of patient financial responsibilities. Performed insurance verifications, pre-certifications, and pre-authorization functions.

Medical Biller

The ENT Group - Texarkana, TX

January 2016 to Present

I worked closely on a daily basis with patients and staff to ensure timely and accurate billing of patient charges to all types of payers. I worked closely with our front desk receptionists, to answer any questions about how insurances should be entered in, questions about referral and authorization requirements prior to a patient's appointment. My other responsibilities included following up with patients or insurance companies on claims or accounts that were unpaid or denied by insurance companies. I answered any inquiries that patients had on their accounts or any insurance questions dealing with a particular date of service or claim. I have also verified patients' insurance eligibility and benefits with insurance carriers. I've obtained prior authorization on outpatient surgeries, outpatient procedures like CT scans, MRI, PET scans, sleep studies, and even hearing aids. I've worked closely with insurance representatives to resolve any insurance related issues that affected our office. I've helped gather ideas and come up with solutions with office staff for office meetings as well. My other duties included posting payments from insurance

companies and patients and making deposits of checks through a software called Office Direct. I also handled preparing statements and getting those out to patients at the first of each month, along with handling the collection procedures of the office, including reporting delinquent accounts.

Pre-op/PACU Nurse PRN

Texarkana Surgery Center - Texarkana, TX

April 2022 to June 2022

1. Evaluated and completed an assessment of the client and needs to provide supportive care before, and after procedures.
2. Initiated IV access and maintains an aseptic technique.
3. Assessed, evaluated, and accurately recorded the client's post-sedation status and provides supportive care during the post-procedure phase.
4. Maintained accurate medical records.
5. Initiated emergency measures as needed.
6. Communicated pertinent information with Charge Nurse and Anesthesia staff as needed.
7. Administered IV medications as ordered.

Medical Biller

Ellington Memorial Clinic - Queen City, TX

2014 to 2016

I was responsible for posting all charges to patients' accounts. By doing so, I worked closely on a daily basis with patients and staff to ensure timely and accurate billing of patient charges to all types of payers. I also posted any sort of "daily money" that was received into the clinic on a daily basis to patients' accounts. My other responsibilities included following up with patients or insurance companies on claims or accounts that were unpaid or denied by insurance companies. I answered any inquiries that patients had on their accounts or any insurance questions dealing with a particular date of service or claim. I have also verified patients' insurance eligibility and benefits with insurance carriers.

Education

ASSOCIATES DEGREE in NURSING

TEXARKANA COLLEGE - Texarkana, TX

May 2021

HIGH SCHOOL DIPLOMA

QUEEN CITY HIGH SCHOOL - Queen City, TX

May 2012

CERTIFICATE in Medical Billing

THE SCHOOL OF ALLIED HEALTH (ASHWORTH COLLEGE) - Atlanta, GA

Nursing Licenses

RN

Expires: May 2024

State: TX

Skills

- Checking and monitoring vital signs (2 years)
- Patient safety (2 years)
- Patient and family education
- Experience of billing to commercial insurance, Medicare, Tricare, Texas Medicaid, Oklahoma Medicaid, and Arkansas Medicaid (9 years)
- Knowledge of medical terminology (10+ years)
- Time management
- Therapeutic communication skills
- CPR certified
- Infection control
- Critical thinking
- Knowledge of Microsoft software
- such as Word
- Excel
- Access
- etc.
- Medical Coding
- Medical Billing (10+ years)
- Nursing
- ICD-10
- Insurance Verification
- Medical Records
- Medical Scheduling
- BLS Certified (4 years)
- Dialysis Experience (Less than 1 year)
- Medication Administration
- Triage
- Medical Office Experience
- Anatomy Knowledge
- Documentation review
- English
- Physiology knowledge
- Acute care
- Dialysis
- Computer literacy
- Care plans
- Phone Etiquette
- Laboratory Experience
- Aseptic Technique

- ICD-9
- ICD Coding
- Teamwork and dependability (10+ years)
- EMR Systems (10+ years)
- Supervising experience

Certifications and Licenses

RN

BLS Certification

CPR Certification

Compact State Nurse License

Assessments

Medical billing — Highly Proficient

June 2019

Understanding the procedures and forms used for medical billing.

Full results: [Highly Proficient](#)

Clinical judgment — Proficient

February 2022

Assessing a patient's condition and implementing the appropriate medical intervention

Full results: [Proficient](#)

Filing & organization — Expert

July 2018

Measures a candidate's ability to arrange and manage files or records using a set of rules.

Full results: [Expert](#)

Customer focus & orientation — Highly Proficient

October 2019

Responding to customer situations with sensitivity.

Full results: [Highly Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.