



## ROBIN BROWN, MA

### CAREER OVERVIEW

Well-experienced, motivated, and highly-recommended Registered Medical Assistant who has provided care for patients with various levels of need. Committed to build a long-term care career.

### SKILLS & ABILITIES

- Communication
- Ability to Work Well Under Pressure
- Decision Making
- Time Management
- Empathetic Listener
- Self-Motivated
- Leadership
- Adaptability
- Written and Verbal Communication Skills
- Fast Learner

### PROFESSIONAL EXPERIENCE

**Dependable Staffing – Mesa, AZ**

January 2019 – Present

*Registered Medical Assistant*

- Float between different Cigna clinics (Women's Health, Peds, Urgent Care, Family Practice, etc)
- Primarily responsible for back office duties and front office as-needed
- Assist with Pap smears, LEEP, Colposcopy, IUDs and birth control
- Surgery scheduling
- Prior authorizations and referrals
- Injections and blood draws
- Prescription refills and triage calls
- Room patients
- Hearing testing

**Mountain Park Health Center – Tempe, AZ**

May 2015 – January 2019

*Lead Registered Medical Assistant*

- Vitals, injections, blood draws, casting, splints, pap smears
- NST testing, LEEP, supply ordering, discharging, and prescription refills
- Catheterizations, suture removal, IVs, and autoclaving
- Responsible for other Medical Assistants (ie scheduling, time off requests, gave feedback on job performance, and assisted with reviews)
- Floated to other sites as-needed



**Banner Health - Mesa, AZ**

July 2013 – April 2015

*Registered Medical Assistant*

- Primarily Peds, Surgery, Gastro, Urology specialties
- Roomed patients and took vitals
- Blood draws and injections
- Assisted with minor surgeries
- Triage
- Discharging and front office help
- Lab testing
- Splints
- EKGs
- Floated to other clinics as-needed

**East Valley Urgent Care – Tempe, AZ**

November 2010 – June 2013

*Medical Assistant*

- Roomed patients, triage, and vitals
- Blood draws, injections, and IVs
- Suture removal
- Discharging
- Splints and gate training
- Lab orders and prescription refills
- Sport physicals
- Drug screen testing and urine dips
- Spirometry
- Audiograms
- Pregnancy testing
- Ordered supplies
- Covered front office as-needed

**Maricopa County Hospital – Phoenix, AZ**

November 2003 – August 2008

*Medical Assistant*

- Vitals, injections, and blood draws
- Bladder scans
- Wound dressing
- Casting and pressure dressing



- Assisted at the front office and helped with surgery scheduling, pre-op, etc.

**Phoenix Children's Hospital** – Phoenix, AZ

February 2002 – November 2003

*Patient Care Tech / Nursing Assistant*

- Feeding tubes, triage, charting, discharging, baths, vitals, EKGs, etc.

*Additional Work Experience Provided Upon Request*

## **EDUCATION / CREDENTIALS**

**Arizona Institute Business & Technology (AIBT)** – *Medical Assistant Certificate*

**Thunderbird Healthcare Center** – *Certified Nursing Assistant*

AMT - Registered Medical Assistant

BLS