

# Nina Patel

520 N Kingsbury St. Apt 3510 Chicago, IL 60654 ▪ [nmp529@gmail.com](mailto:nmp529@gmail.com) ▪ cell: (267) 515-9070

## Education

**Lincoln Memorial University**, Harrogate, TN

Class of 2018

Master of Science: Biomedical Professions

Coursework Medical Gross Anatomy, Human Embryology, Radiographic Imaging, Medical Histology, Bioethics, Biology & Genetics, Biochemistry, Immunology, Research Design & Analysis, Statistics

**Syracuse University**, Syracuse, NY

Class of 2013

Bachelor of Science: Biotechnology

Coursework Biology, Calculus, Chemistry, Physics, Biomedical engineering, 10 additional upper level science classes

**Bensalem High School**, Bensalem, PA

Class of 2009

Finished in top 5% of Class (Weighted GPA of 4.9)

## Experience

**iScribeHealth, Operations Manager of Virtual Scribe Services**

01/2019 – 03/2020

- Worked directly with the Director of Operations & COO to develop the Virtual Scribe Services division of the company.
- Responsible for onboarding physicians & implementation of our technology along with providing continued customer service & technical support.
- Provided onsite education to 35+ surgeons nationally regarding our iScribeHealth app, the various services we provide, best recording practices, and integration with their EMR.
- Worked directly with the sales team to determine which service best fits the provider's needs as well as an appropriate implementation timeline.
- Worked closely with the Director of Operations to ensure we were adequately staffed to take on new clinics/providers.
- Developed the virtual scribe training program for various specialties (such as orthopedic surgery, family medicine, vascular surgery).
- Responsible for implementing the scribe training program (i.e. orthopedic, vascular, billing & coding, etc.) & training our employees on the various EMR's utilized by our physicians.
- Served as the contact point between iScribeHealth and the various EMR companies utilized by our clients with regards to technical support & troubleshooting.
- Responsible for oversight and maintaining a relationship with our third-party resources such as Elite Transcription and offshore transcription companies (Elico Transcription).
- Responsible for hiring, training and managing 7 Scribe Managers.
- Responsible for hiring, training and managing 50+ Quality Assurance Specialists & Virtual Scribes.
- EMR Proficiency - AllScripts (both versions), Athena, Epic, Cerner, eClinical Works, NextGen, SRS, AdvancedMD, Greenway, GE Centricity, ExScribe.

**St. Joseph's Hospital, ED, Observation Unit, and CPEP Phlebotomist/Patient Care Technician**

08/15 – 06/17

- Assist with triaging patients by completing vital signs and determining the chief complaint
- Complete all blood draws, EKG's, and establish IV access as needed
- Assist Physician with procedures in the ED (such as intubation, central line placement, orthopedic procedures, lumbar punctures, cardioversion, etc.)
- Answer call bells and update patients regarding results and plan of care
- Re-assess patients hourly and update Physician/Nurse on patient condition/complaints/concerns
- Assist with all codes; perform CPR, obtain blood work/EKG, help establish IV access, etc.
- Perform patient watches for our psychiatric ED patients to ensure patient safety
- Assist nurses with caring for critical care and ICU patients that are held in the ED

**Oneida Healthcare Center, Pathology Department Volunteer**

03/16 – 08/16

- Shadowed Dr. Rohin Mehta in signing out cases
- Was given the opportunity to see the surgical specimens and observe histological techniques used to prepare slides for viewing
- Reviewed anatomy, histology, and the pathologic basis of disease.

**PhysAssist Scribes, ED Medical Scribe and Trainer**

02/14 – 11/15

- Complete history, review of systems, physical exams, and MDM's for all patients; ensure all charts are coded to Level 5
- Review past medical, surgical, family, and social history in the chart

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- Manage multiple active patients at a time to assist the physician in staying organized and to ensure patients are not overlooked
- Notify physician of laboratory and radiological studies as they become available

## **Syracuse University Food Works, *Supervisor*** 05/13 – 04/14

- Manage, schedule, and train all employees; manage inventory and orders
- Complete opening and closing paperwork; complete daily store deposits

## **Syracuse University Biology Department, *Student Researcher*** 05/11 – 05/13

- Studies the effects of IL-1 Beta on glutathione production during ischemic stroke
- Focused specifically on ways to increase natural antioxidant production in efforts to increase TPA window frame

## **Syracuse University Health Center, *Medical Transport Services (MTS)*** 08/11-05/12

- Safely transported patients (SU students) from hospital to campus and from campus to hospitals & nearest physician's offices
- Worked together with Syracuse University Ambulance (SUA) in responding to emergencies on campus.

## **Family Holland Dental, *Dental Assistant and Receptionist*** 05/10– 8/10

- Assisted the dentist with all procedures including routine dental exams & cleanings, tooth extractions, and root canals
- Managed patient's appointments and insurance profiles; managed payment plans and insurance payments
- Ensured all charts were completed in a timely manner

## **Additional Information**

**Healthcare**      Shadowed Internal Medicine Physician in Memorial Hermann Hospital; Patient transport volunteer at Crouse Hospital (200+ hours); volunteered with physical therapy for children through Phi Delta Epsilon Pre-Medical Fraternity; Shadowed Podiatrists both in Richmond, Virginia (private practice) and Philadelphia, PA (Hahnemann Hospital, Temple University).

**Awards**            Founding member of Phi Delta Epsilon, Nu Chapter (SU Pre-Medical Fraternity) in Fall 2011.

**Skills**              Significant experience using Excel, Word, PowerPoint, Publisher, Photoshop, Outlook, configuring hardware and in preparing presentations; Completed Bleeding Control Basics Course (B-Con) in 2018 and received a certificate from the American College of Surgeons Committee on Trauma and its affiliates.

**Activities**        Liaison for Business in Medicine Club, Emergency Medicine Club, International Medicine Club, American Medical Student Associate, Volunteer at Elementary & Middle schools tutoring in English and Math, Honors Biology Fraternity, Teaching assistant for introduction to biology labs, Running, Writing, Reading novels, Violin, Clarinet.

## **References**

- **Aimee Martin:** iScribeHealth, *Director of Operations*
  - Cell Phone: 865-296-6741
  - Email: [amartin@iscribehealth.com](mailto:amartin@iscribehealth.com)
- **Dr. John T. Prather:** Chatham Orthopedics, *Orthopedic Surgeon*
  - Cell Phone: 912-665-3293
- **Dr. Ronald Hall:** Resurgens Orthopedics, *Orthopedic Surgeon*
  - Cell Phone: 770-342-9284
- **Dr. Rohin Mehta:** Upstate Medical University, *Pathologist*
  - Cell Phone: 908-432-7098