

CHRISTINA TANNER

Phone: (931) 221 - 2528 (Google Voice Only)

Email: cltanner@gmx.us

EDUCATION:

2013-2015

Miller-Motte Technical College

Clarksville, TN

- Associate of Applied Science Degree, Medical Assisting
- GPA 3.91
- Dean's List & Perfect Attendance for six consecutive semesters
- Certified Clinical Medical Assistant via National Healthcareer Association
- Certified Clinical Medical Assistant # J4M3Z9T4, Expiration: 03/2022

Practicum Experience:

- 180 Clinical and Administrative hours at Matthew Walker Clinic Clarksville, TN
- Assisted in patient charting, scheduling, updating medical logs, and checking insurance via Passport.
- Administered injections with adult/child, collected specimens, assisted practitioners with procedures.
- Requested referrals; faxed, scanned, & logged medical records.
- Answered the phones, greeted patients.
- Keyed information via NextGen EHR.
- Maintained clinical inventory, obtained vitals, assisted patients.

WORK EXPERIENCE:

2019 to 2024

Visiting Angels, Caregiver

Brentwood, TN

2021 to 2024

Preferred Care, Caregiver

Hendersonville, TN

2022 to 2024

Always Best Care, Caregiver

Brentwood, TN, TN

- Observed and documented patient status and report patient complaints to the case manager.
- Charted daily information on the residents such as mood changes, mobility activity, eating percentages, and daily inputs and outputs.
- Cleaned and organized patients' living quarters (tasks such as laundry, dusting, washing dishes and vacuuming).
- Positioned residents for comfort and to prevent skin pressure problems.
- Assisted with transferring residents in and out of wheelchairs and adaptive equipment.
- Assisted nurses with regular catheter insertion.
- Recognized and reported abnormalities and/or changes in patients' health status to nursing staff.
- Documented resident records on daily flow sheets.
- Promoted continuity of care by accurately and completely communicating to other caregivers the status of patients for which care is provided.
- Filled gaps for on call rotation when necessary.
- Established and maintained positive relationships with government regulators, residents, and families, other area health care providers, physicians, and community at large.
- Trained in basic hygiene assistance, wound care expertise, and mobility assistance.
- Trained with respiratory equipment, Hoyer (electric and manual), Parkinson's Pump, and oxygen.
- Specializing in: Hospice Care and/or End of Life Care, Palliative Care (Parkinson's/Breast Cancer/COPD), and Dementia Care.

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2021 **Serving Our Seniors, Scheduler & On Cal Coordinator** **Nashville, TN**
2014 to 2017 **Home Instead Senior Care, On Call Coordinator** **Goodlettsville, TN**

- Reflect the core values of Home Instead Senior Care franchise.
- Prior to start of an on call shift, review schedule with designated Service Coordinator and become aware of any potential trouble spots that might arise.
- Obtain resources needed for on call responsibilities such as laptop, tablet and/or phone along with any paper resources deemed necessary.
- Answering each incoming call in a friendly, professional, and knowledgeable manner and respond quickly to their needs.
- Fill all Client shifts following designated office scheduling processes.
- Communicate changes in Client Shifts to the Client's and Caregiver's.
- Contact backup person when questions arise about clients or Caregivers that require input.
- Fill in on assignments that come open until a replacement Caregiver is found.
- Communicate client and Caregiver concerns or problems with owner or designated key player.
- Monitor and log both client and Caregiver activity and follow up on Caregiver assignments and client service in the Clear Care operating system.
- Field new client & Caregiver inquiries over the phone in a knowledgeable manner and schedule care consultations.
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REFERENCES:

1. **Laurie Shepard**, *Visiting Angels AZ Headquarters Office Manager via TN*
750 Old Hickory Boulevard, Building II, #150-120, Brentwood, TN 37207, (615) 646 – 1594
2. **Zelena Johnson**, *Care Coordinator*, 635 E Main St, Suite 4, Hendersonville, TN (615) 970-3737
3. **Natalie**, *Scheduler*, 5141 Virginia Way, Suite, 200, Brentwood, 37027 (615) 678-0293