Physical Therapist Aide

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Objective

Efficient Medical Assistant, skilled in tackling administrative and patient-oriented tasks in fast-paced medical office. Knowledgeable about EMR charting, medication administration and interdisciplinary collaboration focused on optimizing patient care and support. Quality-focused and efficiency-driven leader.

Skills

Microsoft Office, Customer Service, Money Handling, Secretarial Skills, Answering Phone, Charting, Billing

Work Experience

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ABC Corporation - April 2012 – June 2014

- Clean and organize work area and disinfect equipment after treatment.
- Instruct, motivate, safeguard, or assist patients practicing exercises or functional activities, under the direction of medical staff.10.6.2.3
- Confer with physical therapy staff to discuss/evaluate patient information for planning, modifying, or coordinating treatment.
- Observe patients during treatment to compile and evaluate data on patients responses and progress and report to the physical therapists.
- Change linens, such as bedsheets and pillowcases. Arrange treatment supplies to keep them in order.
- Maintain equipment or furniture to keep it in good working condition, including performing any assembly or disassembly.
- Perform clerical duties, such as taking inventory, ordering supplies, answering the telephone, taking messages, or filling out forms.

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ABC Corporation - 2010 – 2012

- Welcomed, comforted, and assisted patients in the office/gym area.
- Patient care included getting heat and ice, conducting therapeutic ultrasounds.
- Educated patients by demonstrating the proper use of equipment and exercises.
- Reception work included answering phones, making appointments, making reminder phone calls.
- Maintained a safe and clean working environment.
- Other tasks included washing towels, replenishing materials.
- This is Dummy Description data, Replace with job description relevant to your current role.

Education

BAAS in Health Science - 2014(Stony Brook University - Stony Brook, NY)

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