

Robert Smith

Psychiatric Rehabilitation Specialist

CONTACT DETAILS

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PERSONAL STATEMENT

Customer service oriented Psychiatric Rehabilitation Specialist, able to provide administrative support and function as the primary interface between the patient and the provider. Facilitates the efficient flow of patients, while remaining focused on managing priorities and ensuring patient confidentiality. Strong verbal and interpersonal skills for effective communication.

SKILLS

MS Word, Excel,
Communication, Writing,
Technical Writing, Direct
Patient Care Experience

WORK EXPERIENCE

Psychiatric Rehabilitation Specialist

ABC Corporation - August 1997 - August 2003

Responsibilities:

- Evaluated patients progress and prepare reports that detail progress.
- Trained caregivers on how to provide for the needs of a patient during and after therapy.
- Recommend changes in patients work or living environments, consistent with their needs and capabilities.
- Participated in health promotion programs, group activities, or discussions to promote client health, facilitate social adjustment, alleviate stress, and prevent physical or mental disability.
- Consulted with rehabilitation team to select activity programs and coordinate occupational therapy with other therapeutic activities.
- Planned and implemented programs and social activities to help patients learn work and school skills and adjust to handicaps.
- Instructed up to 15 individuals in daily skills, behavior management, and money handling Assisted consumers by contacting appropriate people to follow up with housing and maintenance issues.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)

Rehabilitation Specialist

Damron Chiropractic And Wellness - 1994 - 1997

Responsibilities:

- Helped clients or patients with mental or physical disabilities learn how to live on their own.
- Counseled patients and advocate for them as they are treated for their mental or physical impairments in life.
- Also established objectives and goals that a patient would try to meet by a certain date.
- Correlate with both doctors to help patients with physical injuries or disabilities by building individual workout and stretching programs that best serve their needs.
- Promote healthy living and eating lifestyle by constantly keeping track of what the patient did and ate while not present at the office.
- Also held each patient accountable if any setbacks occurred from their own human error.
- Assist patients on and off cervical and lumbar decompression as well as stem units.

Education

High School Diploma - 1992 (Peekskill High School - Peekskill, NY)