# **OLIVIA SMITH**

# Trauma Registrar

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#### PROFESSIONAL SUMMARY

Dedicated Trauma Registrar with 7 years of experience in trauma data management and compliance. Proficient in abstracting vital patient information, coding procedures, and ensuring accurate data entry. Committed to improving trauma registry processes and enhancing patient care outcomes through meticulous data analysis and reporting.

## WORK EXPERIENCE

Trauma Registrar

WidgetWorks Inc. **耳** Denver, CO

- 1. Identified trauma patients for inclusion into the registry based on ACS criteria.
- 2. Reviewed and interpreted medical records to accurately document diagnoses and procedures.
- 3. Assigned ICD-10, AIS, and CPT codes in accordance with established coding guidelines.
- 4. Maintained timely data entry for trauma patients, achieving over 80% accuracy within 30 days.
- 5. Analyzed medical records to identify care variations and recommend process improvements.
- 6. Collaborated with clinical teams to resolve discrepancies in the NTRACs database.
- 7. Generated reports for performance improvement initiatives and quality assurance efforts.

Trauma Registrar m Jan / 2018-Jan / 2020

Crescent Moon Design

- **耳** Portland, OR
- 1. Managed the Trauma Registry, ensuring data integrity and compliance with state regulations.
- 2. Conducted thorough reviews of Same Day Surgery patient entries for registry inclusion.
- 3. Monitored data entry timelines, achieving a minimum of 80% accuracy within 30 days.
- 4. Utilized benchmarking data to assess and enhance patient care processes.
- 5. Completed TQIP and NTDB training modules for improved patient outcome tracking.
- 6. Entered EMS Pre-hospital Run Sheets into the data management systems for comprehensive record-keeping.
- 7. Participated in interdisciplinary meetings to discuss registry updates and data-driven strategies.

#### **EDUCATION**

# Bachelor of Science in Health Information Management

m Jan / 2016-Jan / 2018

University of Health Sciences

F Seattle, WA

Focused on health data management, coding, and compliance standards.

#### **SKILLS**

Data Entry Medical Terminology Patient Records Management Trauma Data Analysis 

### **ACHIEVEMENTS**

Improved data accuracy by 25% through rigorous validation processes.

Successfully reduced data entry turnaround time to under 30 days for 90% of trauma cases.

Contributed to a 15% increase in compliance with state trauma data reporting standards.