

# RACHEL M. FIELD

Dermatology Medical Assistant

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United States, Latham, IL, 2561 Scenic Way, 62543



## PROFESSIONAL SUMMARY

Diligent and detail-oriented Dermatology Medical Assistant seeking to leverage hands-on experience and passion for skincare in a dynamic healthcare environment. Eager to contribute to patient care and assist in dermatological procedures while continuing to grow and develop professionally.

## EDUCATION

2022 - Now

### Certificate in Medical Assisting

Latham Community College / United States, Latham, IL

#### Relevant Coursework:

- Anatomy and Physiology
- Medical Terminology
- Clinical Procedures
- Dermatology Fundamentals

## SKILLS

- Electronic Health Records (EHR) Expert
- Sterilization Techniques Expert
- Lab Testing Procedures Expert
- Injections/Vaccinations Administration Expert
- Clinical Documentation Expert

## HOBBIES

- Confectionery

## EXPERIENCE

2023 - Now

### Medical Assistant Intern

#### Dermatology Associates of Latham / Latham, IL

- Assist dermatologists and nurses with patient care procedures including wound care, suture removal, and dressing changes.
- Prepare examination rooms for patient visits by ensuring cleanliness and stocking necessary supplies.
- Conduct patient intake interviews, recording medical history, medications, and allergies accurately.
- Schedule patient appointments and managed incoming calls to the clinic.
- Maintain confidentiality of patient information in compliance with HIPAA regulations.

## VOLUNTEER EXPERIENCE

2022 - 2022

### Dermatology Clinic Volunteer

#### United States, Latham, IL

- Provided support to medical staff by assisting with patient intake, room preparation, and administrative tasks.
- Interacted with patients in a professional and compassionate manner, ensuring their comfort and satisfaction during clinic visits.
- Contributed to the maintenance of a clean and organized clinic environment to uphold standards of patient care and safety.