

Edna Cantu
2-28-22

EDNA CANTU

304 SANDY AVE SAN JUAN, TX 78589 · 956-340-6486
Cantue47@icloud.com

Attentive Medical Assistant with 16 years of experience in performing administrative and clinical tasks in various healthcare environments. Looking to apply my background in managed healthcare to help fulfill any medical assistant needs. My experience as a medical assistant and ability to thrive using different medical technologies will allow me to immediately contribute toward the welfare of your clinic and its patients.

EXPERIENCE

FEBRUARY 2022 – PRESENT

MEDICAL ASSISTANT, DHR RESEARCH INSTITUTE

COVID Testing using SOFIA, COVID administering vaccines, EVUSHELD, triaging, organize patient data, attain patient consent while educating participants on study details and ensure adequate treatment for patients.

AUGUST 2019 – JANUARY 2022

MEDICAL ASSISTANT, DHR GASTROENTEROLOGY

Triaging, Scheduling Colon and EGD procedures, Prior authorizations for radiology and medications.

JULY 2018 – AUGUST 2019

MEDICAL ASSISTANT, PALACIOS AND CASSO FAMILY MEDICINE

Taking and monitoring vital signs, record, manage, and update patients information and medical histories in accordance with HIPPA regulations, perform venipunctures and injections as directed by physicians, prep patients for exams and medical procedures, clean and sanitize tools and equipment daily, operate EKG or other equipment to administer routine diagnostic testing.

OCTOBER 2017- JULY 2018

MEDICAL ASSISTANT, RGV CARDIOLOGY

Set up appointments, insurance verifications, medicine refills/authorizations, assist physicians with procedures.

AUGUST 2016- DECEMBER 2016

MEDICAL ASSISTANT, MARQUEZ ORTHOPEDIC ROBOTIC SURGERY

Triage, post op suture removal, schedule surgery dates, assist anesthesiologist, injections, surgery approvals, medicine approvals, schedule therapy.

JANUARY 2016- AUGUST 2016

MEDICAL ASSISTANT, MCALLEN SURGEONS LLP.

Triage, post op suture removal, assist physicians with procedures, schedule radiology appointments, schedule in house hospital procedures, medicine approvals, follow up appointments.

JANUARY 2012- DECEMBER 2015

MEDICAL ASSISTANT, ARANGO FAMILY AND INDUSTRIAL CLINIC

Triage, assist physicians with in house procedures, EKS's, injections, UA's, in house laboratories, drug screen, breath alcohol testing, clean and sanitize rooms, medicine approvals, schedule appointments.

MAY 2007- DECEMBER 2015

MEDICAL ASSISTANT, POPEK FAMILY MEDICINE

Triage, verify insurance, answer phone calls, schedule follow up appointments, in house laboratories, assist physician with procedures, medicine approvals, travel vaccines, injections, clean and sanitize rooms, autoclave instruments, EKG's.

EDUCATION

JUNE 2006

MEDICAL ASSISTANT, SAN ANTONIO MEDICAL AND DENTAL ASSISTANTS

MAY 2005

HIGH SCHOOL DIPLOMA, PSJA MEMORIAL HIGH SCHOOL

SKILLS

- CPR/ First Aid
- Knowledge of OSHA/ CLIA Regulations
- Phlebotomy/ Injections/ EKG
- COVID Vaccines/ COVID Testing
- EMR/ Cerner/ EMD's Solutions/ Eclinical Solutions
- Bilingual English/ Spanish

REFERENCES UPON REQUEST