



Daniel Foster

CONTACT INFORMATION



(123) 456-7890



danielfoster@email.com



LinkedIn



City, ST

EDUCATION

- **Associate of Applied Science (A.A.S.) Medical Assisting** | May 2017
City College | City, ST

KEY SKILLS

- Blood glucose monitoring and diabetes education
- Thyroid disorder management support
- Hormone therapy coordination
- Insulin administration and dosage tracking
- EHR documentation

ABOUT ME

Knowledgeable Endocrinology Medical Assistant With Expertise in Hormonal Disorders

Dedicated Endocrinology Medical Assistant with five years of experience assisting endocrinologists in diagnosing and managing diabetes, thyroid disorders, and other hormonal conditions. Skilled in patient education, blood glucose monitoring, and laboratory specimen collection. Passionate about helping patients manage chronic conditions effectively.

PROFESSIONAL EXPERIENCE

ENDOCRINOLOGY MEDICAL ASSISTANT I METABOLIC HEALTH CLINIC, CITY, ST

JUNE 2019 - PRESENT

- Assist endocrinologists in managing diabetes, thyroid disorders, and hormone-related conditions, improving patient adherence to treatment plans by 35%
- Educate patients on insulin administration, medication adherence, and lifestyle modifications, reducing hospitalization rates by 20%
- Monitor blood glucose levels, collect laboratory samples, and ensure accurate documentation in EHR systems

MEDICAL ASSISTANT I THYROID & DIABETES CENTER, CITY, ST

MAY 2017 - MAY 2019

- Conducted patient intake, recorded vital signs, and assisted with diagnostic lab work for endocrine disorders
- Assisted in administering hormone replacement therapies and managed patient follow-up care
- Coordinated insurance authorizations for hormone therapy and glucose monitoring devices

CERTIFICATIONS

- **CERTIFIED MEDICAL ASSISTANT (CMA)** | AAMA | JULY 2017
- **BASIC LIFE SUPPORT (BLS)** | AMERICAN HEART ASSOCIATION | JUNE 2017
- **CERTIFIED DIABETES EDUCATOR (CDE)** | NCBDE | AUGUST 2018