ER

Elena Ramirez

Experienced Neurology Medical Assistant With Expertise in Nervous System Disorders

Detail-oriented Neurology Medical Assistant with eight years of experience assisting neurologists in diagnosing and treating neurological conditions. Skilled in conducting neurological assessments, electroencephalography (EEG) monitoring, and patient education for disorders such as epilepsy, migraines, and multiple sclerosis. Passionate about supporting patients through complex diagnoses with empathy and professionalism.

CONTACT

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- ⚛️ LinkedIn | Portfolio
- 🪪 Phoenix, AZ 12345

KEY SKILLS

- Neurological patient assessments
- EEG and nerve conduction studies assistance
- Seizure and migraine management support
- Stroke rehabilitation coordination
- EHR management

EDUCATION

Associate of Applied Science (A.A.S.) Medical Assisting City College

City, ST | May 2016

PROFESSIONAL EXPERIENCE

NEUROLOGY MEDICAL ASSISTANT | CITY NEUROLOGY ASSOCIATES, CITY, ST
AUGUST 2018 – PRESENT

- Assist neurologists with patient evaluations, including reflex testing, sensory assessments, and cognitive screenings
- Monitor and prepare patients for EEG and nerve conduction studies, improving diagnostic efficiency by 30%
- Educate patients on neurological conditions, treatments, and lifestyle modifications, increasing treatment adherence by 25%

MEDICAL ASSISTANT | NEUROCARE CLINIC, CITY, ST
JUNE 2016 – JULY 2018

- Conducted patient intake, recorded detailed neurological histories, and monitored vitals for neurological assessments
- Assisted with medication management, ensuring accurate prescriptions for over 200 patients per month
- Provided administrative support, including appointment scheduling and insurance verification, improving front-office efficiency

CERTIFICATIONS

- Certified Medical Assistant (CMA), AAMA, June 2016
- Basic Life Support (BLS), American Heart Association, June 2016
- Certified EEG Technician (CET), ABRET, September 2017