



Dalia Fairbanks

Senior Medical Scribe

CONTACT INFORMATION



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Smyrna, DE 12345

EDUCATION

BS, Health Sciences

University of Delaware, Newark, DE
2016 - 2020

KEY SKILLS

- Epic (EHR charting)
- Cerner (patient data management)
- ICD-10 coding
- CPT coding
- Medical terminology
- HIPAA compliance
- Microsoft Word
- Clinical workflow coordination
- Real-time transcription
- Chart quality review

ABOUT ME

Certified Professional Medical Scribe (AAPC) with 6 years of experience documenting patient encounters in Epic and Cerner across urgent care and outpatient settings. Reduced physician after-hours documentation workload by 28.2% by pre-populating review-of-systems and history fields in Epic before each encounter. Mentored new scribes, performed real-time transcription at 74 WPM, and cross-referenced ICD-10 and CPT codes to minimize addendum requests.

PROFESSIONAL EXPERIENCE

Senior Medical Scribe | 2023 - Present

Murderkill Creek Medical Associates, Smyrna, DE

- Maintained a typing speed of 74 WPM during live patient encounters, enabling real-time transcription of physician dictation across 37 exam rooms per shift.
- Reduced physician after-hours documentation workload by 28.2% by pre-populating review-of-systems and history fields in Epic before each encounter.
- Lowered addendum requests from 2.8 to 0.4 per chart by implementing a same-visit verification step with the attending before chart closure.
- Mentored 4 new scribes on encounter-flow documentation, cutting their average onboarding period from 6 weeks to 19 days.

Medical Scribe | 2021 - 2023

Leipsic Bay Health Group, Dover, DE

- Documented an average of 34 patient encounters daily in Cerner, capturing chief complaints, exam findings, and procedure notes in under 4 minutes per chart.
- Completed discharge summaries and referral letters within 90 seconds of each encounter close.
- Cross-referenced ICD-10 and CPT codes against physician verbal orders before submission.

Medical Scribe | 2020 - 2021

Broadkill River Urgent Care, Milford, DE

- Achieved a sustained typing speed of 68 WPM while scribing for 2 urgent care physicians handling up to 41 patients per shift.
- Drafted procedure notes, wound-care documentation, and lab-order entries in Epic, averaging 3 minutes 42 seconds per completed chart.
- Flagged 7 medication-interaction alerts per week during real-time documentation, prompting physician review before prescription finalization.

CERTIFICATIONS

- Certified Professional Medical Scribe, AAPC | 2021