



Yasmin Abara

Chief Scribe

Chart auditing and clinical documentation specialist with 6 years of experience across urgent care, internal medicine, and emergency department settings using Epic and Cerner. Earned a HIPAA compliance audit score of 98.3 out of 100 by standardizing PHI handling procedures across a 7-scribe team. Built QA workflows covering ICD-10 code verification and note structure that cut chart-correction turnaround from 48 hours to 11 hours.

CONTACT INFORMATION



(309) 555-0125



yasmin.abara@example.com



Galesburg, IL 12345

EDUCATION

BS Biology, Western Illinois University
Macomb, IL | 2016 – 2020

KEY SKILLS

- Epic EHR
- Cerner
- ICD-10 Coding
- CPT Coding
- HIPAA Compliance
- Medical Terminology
- Clinical QA Review
- Scribe Scheduling
- Microsoft Excel
- Chart Auditing

PROFESSIONAL EXPERIENCE

CHIEF SCRIBE | KNOX PRAIRIE EMERGENCY PHYSICIANS, GALESBURG, IL 2023 – PRESENT

- Reviewed 847 patient records weekly for completeness and HIPAA compliance, identifying and correcting documentation gaps within 24 hours of chart closure.
- Earned a HIPAA compliance audit score of 98.3 out of 100 during a third-party review by standardizing PHI handling procedures across a 7-scribe team.
- Documented 38 patient encounters per shift in Epic, capturing chief complaints, exam findings, and disposition notes for 3 emergency physicians.
- Built a QA checklist covering ICD-10 code verification and note structure that cut chart-correction turnaround from 48 hours to 11 hours.

SENIOR MEDICAL SCRIBE | SPOON RIVER HEALTH PARTNERS, CANTON, IL 2021 – 2023

- Reviewed 410 patient records weekly for an internal medicine practice, flagging missing lab results and unsigned orders within 6 hours of visit completion.
- Scored 97.46 out of 100 on a quarterly HIPAA compliance audit by enforcing screen-lock protocols and secure messaging standards across the scribe staff.
- Documented 31 patient encounters per shift in Cerner, recording history of present illness, physical exam findings, and medication reconciliation notes in under 5 minutes per chart.

MEDICAL SCRIBE | PRAIRIE CROSSING URGENT CARE, MACOMB, IL 2020 – 2021

- Documented 29 patient encounters per shift for 2 urgent care providers, capturing wound assessments, X-ray orders, and follow-up instructions in Epic.
- Audited 215 patient records weekly for CPT and ICD-10 code accuracy, reducing code-correction requests from 9 per day to 3 per day.

- Maintained HIPAA compliance during all quarterly audits by securing workstations, logging out of EHR sessions between patients, and shredding printed PHI within 15 minutes.