

Deloris Bryant
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PROFESSIONAL SUMMARY:

Motivated healthcare professional with over 38 years of experience in Long-Term Care with perfect and exceptional survey outcomes in the medical records department. Promote, embrace, and thrives in challenging environments. Mentor and trainer to staff with great success.

QUALIFICATIONS:

- Management and supervisory experience
- Knowledge of HIPPA and security of medical records to ensure-confidentiality
- Experience with record audits for completeness, accuracy, and compliance with regulations
- Up to date with health information regulatory and professional standards
- Experience in Assisted Living (ALF) and Skilled Nursing Facility (SNF)
- Learning new concepts quickly while working under pressure
- Attention to detail with strong and exceptional organizational skills
- Exceptional knowledge of Point Click Care

MEDICAL RECORDS MANAGEMENT AND SUPERVISOR DUTIES:

- Manage resident charts and maintain clinical information in Point Click Care
- Streamline physician orders and data entry of medication
- Maintenance of medical records
- Extensive background and knowledge with ICD-10 coding
- PDPM Knowledge
- Maintain current knowledge of Medicare Certification and re-certification requirements and guidelines
- Prepare and verification of clinical records for admission and discharge
- Responsible for health record audits for completeness and accuracy
- Manage and process release of information according to regulations
- Coordination of physician visitation audits and follow-up
- Manage and maintain Quality Indicator Survey (QIS) Survey Process, Quality Assurance Performance and Improvement (QAPI) Process, and Utilization Review Committee
- Additional administrative duties.

MEDICAL RECORDS DIRECTOR EXPERIENCE:

Riverview Retirement Community	Spokane, WA	02/2021 – 03/2023
Avamere of Coos Bay	Coos Bay, OR	12/2017 – 02/2021
Prestige Care	Vancouver, WA	08/2014 – 12/2017
Lawrence Care Center	Portland, OR	03/2013 – 07/2014
Regency Gresham	Gresham, OR	06/2011 – 02/2013