**Maria Student**

806.555.1234, maria.student@gmail.com

**EDUCATION**

**Dental Hygiene**

Associate of Applied Science, May 2020

Amarillo College, Amarillo, TX

**CLINICAL EXPERIENCE**

**Clinical Intern**, Spring 2018

Kool Smiles Dentist, Amarillo, TX

* Provided prophylaxis treatment to patients in a variety of situations; teeth cleaning, gum massage, oral hygiene education and periodontal scaling
* Took diagnostic and panoramic x-rays, digital imaging, interpreting dental radiographs
* Administered Novocain prior to painful procedures
* Reviewed health history, noting contraindications, and other health concerns as needed
* Treated gingivitis and periodontitis with following periodontal maintenance
* Instructed proper home care techniques, specifically crafted for each patient
* Composed narratives for insurance companies and documentation for health records
* Utilized Dentrix software to set up recall appointments
* Provided preventive, therapeutic and educational methods for controlling oral disease
* Performed hygiene procedures on patients – Acted as an oral health educator and as an auxiliary to the dentists

**LICENSE**

Texas Dental Hygienist, May 2020

**MEDICAL EQUIPMENT**

Hand tools, Ultrasonic scalers, Polishers, X-rays, Syringes

**WORK EXPERIENCE**

**Data Clerk**, August 2012 – Present

Texas Tech University Health Sciences Center, Amarillo, TX

* Reviewed and translated HCFAS/UBs claims
* Interpreted insurance provider contracts
* Filed claims using MediTech software

**COMPUTER SKILLS**

Microsoft Office: Word, PowerPoint, Excel, and Publisher

Dental Software: Dentrix and ACE Dental