

KYARA SMITH

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Summary

Highly motivated recent graduate from the University of West Georgia with a Bachelor of Science and seven years of experience as a Certified Nursing Assistant (CNA). Currently seeking a full-time role as a Chiropractic Assistant in Atlanta, GA. Eager to apply comprehensive medical knowledge, patient care experience, and administrative skills in a chiropractic setting. Committed to providing exceptional patient support, ensuring efficient clinic operations, and promoting holistic wellness. Passionate about delivering culturally competent, patient-centered care tailored to diverse populations. Dedicated to expanding clinical skills to make a lasting, positive impact in the healthcare community.

Skills

- Interpersonal and social skills
- Team player
- Self-motivated and creative
- Ability to educate patients on treatment plan
- Empathetic and Compassionate
- Integrity
- Ability to chart in EMR
- Able to multitask/manage/de-escalate multiple crisis
- Properly take vital signs
- Excellent organization and planning skills

Experience

Patient Care Technician II/ Certified Nursing Assistant (CNA) | Emory Decatur Hospital - Decatur, GA | 09/2022 -05/2025

- Safeguarded patient privacy with strict adherence to HIPAA protocols.
- Responded quickly in emergency situations by providing proper first aid measures.
- Observed changes in patient's conditions and reported any abnormalities to the RN on duty and inside EMR system Epic and Allscript
- Transported specimens, laboratory items or pharmacy items, verifying proper documentation and delivery to authorized personnel.
- Educate patients on the importance of taking part in medical care and medication adherence
- Aided in preparing patients for examinations and treatments, including vital signs monitoring.
- Explained treatment procedures to patients and their families.
- Advanced health equity by respecting each patient's culture.

Community Service Volunteer | Lifeway Training Institution - Cairo, GA | 01/2024 - Current

- Organized spearheaded a community-wide food drive in Cairo, GA, promoting health equity.
- Educated individuals on the importance of medical care and primary care medicine.
- Aided with the organization and execution of food drive events.
- Facilitated day-to-day operations to promote welcoming, well-stocked and hygienic food pantry.
- Prepared food boxes having items that were donated by community members.

- Strategically collaborated with local organizations to offer nutritious options, including low-sodium, low-sugar canned goods, fresh produce, and whole-grain bread, ensuring accessibility to underserved populations

Volunteer Leader | Moran Signature Chiropractic - Sandy Springs | 10/2019 - 12/2019

- Aided chiropractor with patient intake, including documenting medical histories and updating records in Chirotouch
- Supported patients with therapy equipment setup (e.g., electrotherapy, heat/ice therapy) under supervision.
- Managed front desk duties: scheduling appointments, answering phones, and checking patients in/out.
- Maintained a clean, organized treatment area and ensured equipment was properly sanitized.
- Provided patient education materials and answered general questions about care plans

Education and Training

University of West Georgia | Carrollton, GA

Bachelor of Science, Biology

- Honors: Dean's List: Fall 2018, Spring 2019, Summer 2020, Fall 2021, Hope Scholarship: Spring 2020, Summer 2020, Fall 2020, Spring 2021, Summer 2021, Fall 2021
- Microbiology Certificate
- Discipline of Specific Writing
- Rho Sigma Tribeta National Biological Honor Society
- Emerging Health care Leaders
- American Medical Student Association
- GPA: 3.2/4.0

Certifications

- Certified Nursing Assistant September 2016
- Certification in Mental Health First Aid November 2021
- Basic Life Support (CPR & AED) Certificate March 2025
- Resuscitation Quality Improvement Certificate

Hobbies and Interests

- Bible study
- Gardening
- Exercising
- Traveling
- Activism
- Dancing
- Reading
- Painting