Rex Wigington

Medical Manager

Dedicated Medical Manager with 5 years of experience in overseeing daily operations, managing budgets, and implementing efficient healthcare processes. Adept at leading cross-functional teams, ensuring compliance with industry regulations, and optimizing patient care. Proven track record in driving process improvements, reducing costs, and enhancing overall patient satisfaction. Skilled in medical staff recruitment and training, fostering a collaborative work environment, and balancing organizational goals with patient needs.

rex.wigington@gmail.com ✉

(386) 813-1122 ☎

123 Main Street, Rapid City, SD 57701 📍

Education

Master of Health Administration at University of South Dakota, Vermillion, SD

Sep 2014 - May 2018

Relevant Coursework: Healthcare Management, Health Policy and Law, Healthcare Finance, Quality Improvement, Health Information Systems, Human Resource Management, Strategic Planning, and Operations Management.

Links

linkedin.com/in/rexwigington

Skills

EMR proficiency

ICD-10 coding

CPT coding

HIPAA compliance

Telemedicine implementation

Revenue cycle management

EHR optimization

Employment History

Medical Manager at Sanford Health, SD
Mar 2023 - Present

- Successfully implemented a new Electronic Health Record (EHR) system across the entire organization, resulting in a 20% increase in patient data accuracy and a 15% reduction in administrative tasks for medical staff.
- Streamlined patient scheduling processes, leading to a 25% decrease in patient wait times and a 10% increase in overall patient satisfaction scores.
- Oversaw the recruitment and hiring of 50+ new medical professionals, contributing to a 30% expansion of the facility and improving the staff-to-patient ratio by 20%.
- Developed and executed a comprehensive employee training program, which led to a 50% reduction in medical errors and a 35% improvement in staff retention rates over a two-year period.

Associate Medical Manager at Avera Health, SD
Sep 2018 - Feb 2023

- Successfully streamlined the patient intake process, reducing average wait times by 30% and increasing overall patient satisfaction by 15% within the first year.
- Implemented a new electronic health record (EHR) system, leading to a 25% improvement in documentation efficiency and a 10% reduction in medical errors over a two-year period.
- Developed and executed a comprehensive training program for clinical staff, resulting in a 20% increase in adherence to best practice guidelines and a 5% decrease in hospital readmissions within 18 months.

Certificates

Certified Medical Manager (CMM)
Oct 2021

Fellow of the American College of Healthcare Executives (FACHE)
Jan 2020

Memberships