



PROFESSIONAL ACCOMPLISHMENTS

- Improved performance and procedures in Gastroenterology to increase of over \$2.2 million annually
- Completion of GreenBelt project focused on decreasing no show rates, increasing the efficiency of scheduling and improving patient education
- Increased team morale of Ambulatory OBGYN department and streamlined daily operations resulting in reduction of waste and improved staff efficiency
- Increased patient satisfaction results by mentoring employees to develop strong customer service language, skills and leadership roles
- Maintained essential fundraising as Sports Med Leader and annual race director by coordination of vendors, staff and participants and implementing race planning and day-of activities
- Lead Karl Storz Urology Cystoscope purchase and upgrade projects on site in Keene
- Facilitated IUD coordination with Central Supply and Pharmacy to reduce order time, cost and reduce risk in overstock
- Cooperated with Supply Chain Supervisor for completion of par level stock room set up for ambulatory inventory control and cost reduction strategy
- Lead the Prevention of Expired Medications and Supplies team to successes in reducing risk and waste of consumable items in ambulatory practice settings across the campus

PROFESSIONAL CREDENTIALING

- Member, American College of Healthcare Executives
- Board of Certification, Certified Athletic Trainer
 - Certification Number 070502137
- Member, National Athletic Training Association
 - Member Number: 996039
- Member, New Hampshire Athletic Trainers' Association
 - Government Affairs Committee

PROFESSIONAL EXPERIENCE

Dartmouth Health

- Manager, Supply Chain Programs, Supply Chain Shared Services
May 2022-Present

Cheshire Medical Center

- Practice Manager, Ambulatory Surgical and Specialty Medicine:
August 2018- Present
- Associate Practice Manager, Ambulatory Surgical Services:
June 2017- August 2018
- Certified Athletic Trainer, The Sports Medicine Center at Cheshire Medical Center
 - Sports Medicine Lead: June 2016- June 2018
 - Outreach Athletic Trainer: June 2005- June 2016

PROFESSIONAL PROJECTS

- Executive Communication Strategy, Supply Chain Shared Services
- Prevention of Expired Medications and Supplies, Project Lead, Ambulatory wide initiative.
- GreenBelt Project and Certification with the Value Institute:
Gastroenterology Procedure No Show and Cancellation Reduction, Project Lead
- The Cheshire Experience, Curriculum Team Member
- The Joint Commission Site Visits, Physician Team Scribe and Report Out

EDUCATION

- Marlboro College: Graduate and Professional Studies
May 2017
 - MS in Management, Health Care Administration
- Keene State College
May 2005
 - BS: Physical Education: Athletic Training
 - Phi Epsilon Kappa: National Honor Society for Physical Education Majors
 - National Society for Collegiate Scholars, Member

PROFESSIONAL REFERENCES

- [REDACTED]
Chief Medical Officer, Cheshire Medical Center, Dartmouth-Health
[REDACTED]
- [REDACTED]
Director, Ambulatory Surgical and Specialty Medicine, Cheshire Medical Center, Dartmouth Health
[REDACTED]