

Education

Bachelor of Science in Computer Science – Oklahoma Baptist University – Shawnee, OK

December 2019

Skills

- Epic EHR Superuser / Reporting
- SQL Server (Databases and Data Models)
- Facets, Chorus, Edifecs
- Excel (VLookup, Pivot Tables)
- Tableau / Power BI
- Microsoft Office Suite / Google Suite
- Trello, JIRA, Asana, Monday
- Claims Data / X12 documentation
- Dashboard development/reporting
- Solutions-focused
- Detail-oriented
- Personable / Organized

Career Highlights

Projects (all projects can be found on my portfolio: <https://annettelofing.github.io/>)

- **Job Queue Appointments Dashboard**
 - Constructed a comprehensive dashboard for KPI reporting, streamlining job queue management; facilitated stakeholder insights and improved team performance, resulting in a 25% reduction in project turnaround time.
- **Process Improvement / Workflow Analysis**
 - Increased team productivity by 80% through dividing our 2,000+ daily job queue into clear sections of ownership.
- **User Centered Design Case Study**
 - Implemented a customer-focused design for a coffee shop app, iterating through multiple versions based on user feedback, and regularly updating stakeholders with comprehensive development reports.
- **Problem Solving / Coordination Across Teams**
 - Collected and compiled data to solve the problem of overbooking patients through analyzing 50+ appointment types, identifying the cause, then informing our IT team to implement an update to the scheduling software.

Achievements

- Provided EPIC Beacon data dictionary metrics for creation of a dashboard for schedulers
- Developed a report of first-time patients for administration to write thank you notes per the clinic director's request
- Facilitated delegating the job queue to each team member, improving team productivity by 30%

Career Summary

Data Analysis / Designer / Developer

- User experience, user-centered design, system analysis, testing, implementation, responsive design, various operating systems and improvement through multiple iterations

Team Leader

- Project management of objectives, schedules, budget, event coordinating and lesson planning
- Facilitated the onboarding and coordination of four new employees within a dynamic clinical setting

Continuous Improvement

- Developed and maintained comprehensive job documentation, including detailed job responsibilities, workflows, and onboarding materials and reduced onboarding time for new hires by 40%

Timeline

Intermountain Health/Select Health – EDI Coordinator – Remote

December 2024 – Present

Intermountain Health – Patient Scheduler – Grand Junction, CO and Remote

December 2022 – December 2024

Pais Movement – Pais Project Team Leader – Grapevine, TX

January 2020 – July 2022

VTR Learning – Web Design/Developer Intern – Shawnee, OK

August 2018 – March 2019

Life.Church – Customer/Technical Support Team Intern – Edmond, OK

January 2018 – August 2018