

Lisa B. Weinstein

Project Manager

Website Design and Maintenance

Electronic Medical Record Operations Consultant

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Launch of BLAM-Oh! Design

2016 – Present

MVPediatrics and South Shore Community Acupuncture

2010 – 2016 | **Electronic Medical Record (EMR) Consultant and Marketing Manager**

- Implemented, trained, and supported post go-live for EMR migration in 2010 (SoapWare to Athena Clinical's).
- Implemented, trained, and supported post go-live for *patient portal*, 2011, (Athena Communicator).
- Manage EMR upgrades, create practice specific EMR templates, train staff, and provide on-going EMR support.
- Rebuilt MVPediatrics Website with responsive design in 2016 (WordPress with CSS customization) to support multiple view ports.
- Administer FaceBook page and manage other social media outlets (Yelp!, Patch, Mommy Blogs).
- Create, oversee, and monitor all marketing projects and advertisements (Photoshop, InDesign).

Harvard Vanguard Medical Associates (HVMA) and Atrius Health

2007 – 2009 | **Project Manager and Business Analyst for EMR (EpicCare)**

- Identified opportunities for the improvement and maximization of existing functionality of current systems and workflows.
- Independently identified EMR issues, analyzed data, proposed and implemented solutions, monitored and tracked results.
- Ensured that EpicCare changes were thoroughly tested, communicated and appropriately supported.
- Provided post go-live support following project implementation and system upgrades.

2005 – 2006 | **Clinical Supervisor: Surgical Specialties and Obstetrics and Gynecology (Ob/Gyn) (Part-time)**

- Oversaw operations of General Surgery, Vascular Surgery, ENT, Audiology, Nephrology and Ob/Gyn: 12 clinicians and 8 staff.
- Hired, trained, and provided orientation of clinical and non-clinical staff.
- Managed department budgets.
- Served as implementation analyst for the training and rollout of EMR (EpicCare) upgrades.

2003 - 2005 | **Practice Manager: Internal Medicine, Urgent Care, and Medical Specialties**

- Governed all responsibilities associated with prior position as department supervisor.
- Generated and analyzed a variety of management reports, such as those related to telephone metrics and outside utilization of emergency and imaging services.

- Monitored and managed departmental operating and capital budget.
- Managed personnel issues, including FMLA, progressive disciplinary plans, and union grievances.
- Interpreted encounter data and forecasted visit rates for upcoming years.
- Served as Flu Clinic Coordinator: managed staffing and operations of after-hours flu clinic that annually immunized over 750 patients; coordinated “mini” flu clinics within internal medicine (IM) during regular practice hours.
- Served as HIPAA Privacy Contact for HVMA Cambridge.
- Served as implementation analyst for the training and rollout of EMR (EpicCare) upgrades.
- Advised IM management team on implementation strategies to improve overall practice efficiencies and to appropriately redistribute work based on role and responsibility standards for each staffing line.
- Analyzed functions of IM teams, intradepartmental workflows, interfaced with ancillary departments and specialty services.
- Developed tools to aid training, performance management, and progress toward meeting organizational metrics.
- Spearheaded Patient Centered Care project with internal medicine management team.

2000 - 2003 | **Department Supervisor: Internal Medicine, Urgent Care, and Medical Specialties**

1998 - 2000 | **Operations Manager: Alternative Paths to Health (Part-time position held in conjunction with supervision of clinical departments)**

1996 - 2000 | **Unit Supervisor of Internal Medicine**

EDUCATION

Ongoing Training

- Front End Design Bootcamp, *General Assembly*, 2015
- HTML & CSS course-work, *Quincy College*, 2016
- On-line training classes for Wordpress, CSS, HTML, PHP, 2010-present

Simmons College, Boston, MA

Masters in Healthcare Administration, summa cum laude, 2003

Clark University, Cambridge, MA

Certificate in Microsoft NT Network Administration, 2000

Eckerd College, St. Petersburg, FL

B.A., Human Development, 1992

PERSONAL INTERESTS

My family and friends would describe me as tenacious. Once I have an idea, project, or general interest in my cross-hairs, I often get consumed until completion. From my determination to chip all ice from our driveway and sidewalks during the wintertime, to teaching myself CSS, HTML, and WordPress, my focus is an asset when I am faced with any new system problem. My family may beg to differ on this trait when a meal is delayed because I am still outside with a shovel.

I am happily married with two rambunctious children. We enjoy playing pranks on one another as well as any other activity that includes being outside in the sun. I try to balance a day of multitasking by bookending fitness and reading on either end. My sense of humor is very much in tact and I rely on it to keep perspective on the world around me.