

CONTACTS



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COMPETENCIES

- Knowledge of Basic Anatomy, Physiology, Normal Development and Behavior.
- Basic Time Management skills.
- Conflict Management skills.
- Participate in Health Service Quality programs.
- Self-development.
- Recognize the importance of personal wellness.
- Quick response to emergency situations.
- Infection control practices.
- Report preparation.

PERSONAL SKILLS

- Problem solving skills
- Excellent communication skills
- Dedication and focus
- Dependability
- Process Improvement
- Integrity
- Flexibility / Adaptability
- Highly Inquisitive
- Innovative

EDUCATION HISTORY

- Master of Business Administration (w/ Honors) | Sept. 2000
I/AME, Philippines
- Doctors of Medicine (Incomplete Degree) | June 1997-1999
De La Salle University, Philippines
- Bachelor of Science, major: General Biology | May 1995
Emilio Aguinaldo College, Philippines.

CATHERINE YAP PALOMA

Certified Health Care Aide | Clients' Relation | Medical Assistance | Patient Education

EXECUTIVE SUMMARY

- Highly dedicated and resourceful Certified Health Aide with an exemplary record of caring and thorough resident service.
- Effectively assists client to maintain independence within their limitations and treats clients, coworkers and the public with politeness and respect.
- Demonstrates success, effectiveness and reliability in providing proper patient care.
- Proficient in providing exceptional in-home support to patients with a wide range of disabilities, illnesses, or other challenges.
- Display emotional maturity, maintain a high degree of integrity, and promote a positive work environment by setting an example.
- Adept in treating clients and their family with courtesy, respect & professionalism..
- Specializes in providing care for the elderly and maintaining a reliable duty schedule.
- Designed and implemented an interactive activities based program to bring patients and family together and promote self confidence
- Outstanding ability to connect with patient, work collaboratively with family members & fellow care aide workers at all levels and stay abreast of all current standards and best practices.

AREAS OF EXPERTISE

- Certified Health Care Aide
- Assistance with daily living
- Patient and family education
- Effective Communication Skills
- Meticulously detail-oriented
- Empathetic
- Organized and reliable
- Interdisciplinary coordination
- Medical knowledge/administration

PROFESSIONAL EXPERIENCE

Personal Support Worker Patient with Special Needs

Oct 2014- Present P/T -
NW, Edmonton

- Providing compassionate care to down syndrome patient such as personal hygiene and good grooming.
- Giving insulin injections and monitoring blood glucose using glucose-meter.
- Administering medication in a most time efficient manner.
- Respecting client's rights / family members at all times.

Personal Support Worker Elderly Care

Feb 2018 - Apr 2020
NW, Edmonton, AB

- Monitors patient condition by observing physical and mental condition, intake and output, and exercise.
- Perform housekeeping duties, cleaning, washing clothes or dishes, or running errands.
- Administer personal care, such as ambulation or personal hygiene assistance.
- Assist in meal preparation
- Responded appropriately to the physical, emotional and developmental needs of patients.

SHORT COURSES

- HCA (Health Care Aid) Challenge Course
| Sept, 2016
Robertson College, Edmonton Campus.
- Caregiver Training | Jan.2004
SICES Philippines.

SEMINARS

- Symposium on R&D Trends and Career Opportunities in Advanced S&T and Interactive Session on PASTOR-DOST
| June 2005
Adamson University San Marcelino, Manila City Philippines.
- Science and Society Lecture
| Jan. 2006
Adamson University San Marcelino, Manila City Philippines.
- Avian Flu-A Pandemic Threat
| April 2006
Adamson University San Marcelino, Manila City Philippines.

CERTIFICATION

- Medical Transcription & Editing Training (Ongoing)
- IQAS-International Qualifications Assessment Services Certification
- Health Care-Aide Certification
- Body Mechanics Workshop
- Caregiver Certification
- Alberta Food Safety Basics Certificate
- BLS Provider Certification
- Standard First Aid – HCP CPR

Health Care Aide

July 2018 - Feb, 2019

Comfort Keepers

NW, Edmonton, AB

- Assisting clients with shower routine.
- Assisting client in dressing up after her daily morning shower.
- Helping the client to put on the pressure stockings or TED stockings
- Serving healthy breakfast and lunch meals to client every day.
- Administering daily medications to client.
- Providing companionship most especially during stressful situations.

Personal Support Worker

Aug 2014 -Mar 2016

Elderly Care

NW, Edmonton

- Did some errands such as grocery shopping on client behalf.
- Provided companionship to client for emotional well-being, maintain safe and clean environment for client.
- Provided client instructions on health care issues especially on hygiene and nutrition.

Personal Support Worker

Jul 2011- Jul 2014

Elderly with Ventricular Arrhythmias & IBS

NW, Edmonton

- Assisted client's daily activities and provided enjoyable companionship.
- Provided stabilization and assistance with walking.
- Prepared meals and cleaned up meal-related items.
- Reported unexpected client's physical, mental, and emotional health conditions to the family.

Caregiver

Sept. 2010 - Mar 2011

Patient with Dementia & Parkinson (Palliative Care)

NW, Edmonton

- Followed doctor's orders for home treatment plans and administered medications.
- Cleaned home, ran errands, and attended doctor's appointments.
- Provided medication schedule and appointment reminders.
- Cleaned and dressed Ulcerations (Diabetic Ulcers and Pressure sores) and taking vital signs (Sugar monitoring, PR and BP)

Caregiver

Dec. 2009- Jun. 2010

Elderly with Dementia

Oakbay Pt, St Albert

- Performed light housekeeping tasks (dusting, vacuuming, making beds, changing linens, cleaning bathrooms, kitchens, etc.)
- Assisted with bathing, grooming and maintained personal cleanliness
- Assisted in giving medications and doctor's follow-ups and appointments
- Assisted with toileting and incontinence issues

Adamson University

June 2005 - April 2006

Natural Science Faculty / Professor

Manila, Philippines

- Taught Natural Science courses to nursing / pharma / bio students.
- Assisted students with lab experimentations / responsibilities.
- Administering/ grading students' practical/ written examinations.
- Provided a topnotch healthy learning environment to students.
- Utilized variety of teaching methodologies to ensure optimum learning experiences in the classroom.