

# ERICA ISABELLE SZYMANSKI

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## EDUCATION

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### Temple University Maurice H. Kornberg School of Dentistry

- Doctor of Dental Medicine
- Master of Science in Oral Health Sciences

Philadelphia, PA  
August 2023 - Expected May 2027  
May 2022

### Drexel University

- Master of Public Health in Health Management and Policy
- Bachelor of Science in Biological Sciences

Philadelphia, PA  
June 2019  
June 2015

## EXPERIENCE

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### Temple University Maurice H. Kornberg School of Dentistry

#### *Patient Care Coordinator*

- Advised and facilitated resolution of patient concerns, including resolution of problems between patients and dental students
- Met with students on a regular basis to ensure timely scheduling and follow up of patients and record management
- Assisted clinic coordinators to ensure patient electronic health records (EHRs) are complete and accurate while serving as the liaison between patients and clinic operations

Philadelphia, PA  
September 2022 - July 2023

#### *Interim Outreach Coordinator*

- Provided administrative support for the execution of a Health Resources and Services Administration (HRSA) grant by collecting, analyzing and reporting on ten objectives aimed at increasing exposure of senior dental students to pediatric dental care over the span of a five year period
- Worked effectively with Department Chair and other members to articulate project goals, issues, and timelines
- Created, managed and updated 280 DMD students' outreach schedules by acting as a liaison between the institution and affiliated outreach sites

March 2021 - September 2022

#### *Dental Case Coordinator*

- Coordinated and transferred patient information from student, resident, and faculty clinics to digital laboratory database
- Resolved student and faculty questions and concerns regarding lab orders
- Managed daily case workflow by consolidating student, resident, and faculty cases and consolidating incoming and outgoing shipments to Golden Ceramic Dental Lab in a timely manner

January 2021 – April 2022

### **iDental: All About Your Smile**

#### *Dental Assistant and Social Media Manager*

- Train on digital scanning procedures, digital production with 3D milling techniques, and digital software (3Shape Dental System) and assist dentist during restorative, implant, cosmetic, and full mouth reconstruction procedures
- Produce daily content and build loyal following by maintaining social media presence on Instagram page (@dentistphiladelphia) and Facebook page (I.Dental – All About Your Smile)
- Obtain medical and dental histories, process radiographs, acquire consent following HIPAA regulations, explain procedures, discuss post-operative care instructions with patients, coordinate dental insurance contracting and verify patient benefit information

Philadelphia, PA  
September 2012 – present

**Children's Hospital of Philadelphia**

Philadelphia, PA

*Research NTP*

May 2018 – March 2019

- Analyzed quantitative and qualitative data from private CHOP database using biostatistics, informatics, and computer-based programming and software
- Aggregated data on secondhand smoke and risk of obstructive sleep apnea in children for international and national registry submissions
- Performed effectively on interprofessional teams to compare organization, structure, and function of health care, public health, and regulatory systems

**American Family Dental**

Bala Cynwyd, PA

*Dental Assistant Trainee*

June 2011 - May 2012

- Trained on panoramic, CT, and full mouth series radiographic systems
- Shadowed and assisted with preliminary procedures such as fillings, extractions, and orthodontic evaluations and explained treatment plans and consent forms to patients
- Prepared operatories, sterilized equipment, poured molds, and arranged rooms and instruments for scheduled and emergency procedures

**SKILLS****Research Protocol Development**

May 2022

- Developed a scheduling guideline and research protocol: "Redefining scheduling guidelines: a research protocol for testing the feasibility and impact of the revised patient scheduling guideline on patient-centered care and overall efficiency of dental clinics"

**Radiology**

- Radiation Health and Safety Dental Assisting National Board (DANB) License, panoramic and bitewing x-Ray systems

**Computer Software**

- Microsoft Office (Word, PowerPoint, Excel, PivotTable), AxiUm, SurveyMonkey, MATLAB, R, 3Shape Dental System, Denticon, Magic Touch

**Languages**

- Fluent in English and Polish, conversational in Spanish

**HONORS & AWARDS**

- Fan Appreciation Night Invitation: Philadelphia 76ers May 2021
- Scholarship: Rotary Club of Philadelphia Award for Community Service March 2013
- Beta Beta Beta National Biological Honors Society, Drexel University April 2011- June 2015
- Miss New Jersey Teen USA October 2010

**ACTIVITIES**

- Interim Class Representative, Maurice H. Kornberg School of Dentistry August 2023 - present  
Class of 2027
- Student Member: American Public Health Association April 2023 - present
- Student Member: American Association of Public Health Dentistry (AAPHD) June 2022 - present  
Maurice H. Kornberg School of Dentistry Chapter
- Volunteer: St. Christopher's Hospital for Children December 2021 - present
- Spokesperson: National Anti-Bullying Campaign "Bullying: We're Kickin' It!" April 2010 - present
- Violinist: String ensemble member and soloist at special events and fundraisers 1999 - present