

Virginia Pallanes

Registered Dental Assistant

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Professional Summary

Detail-oriented Registered Dental Assistant with extensive experience supporting high-quality patient care in fast-paced dental practices, including cosmetic, prosthodontic, and surgical settings. Skilled in four-handed dentistry, radiography, sterilization protocols, Invisalign workflows, implant procedures, and fabrication of complex free-hand temporaries. Known for strong clinical judgment, excellent patient communication, and consistent adherence to infection control and HIPAA standards. Brings a strong foundation in healthcare operations from six years in provider credentialing and contract review, contributing to exceptional organization, accuracy, and professionalism within the dental team. Fully bilingual in English and Spanish.

EXPERIENCE

Molina Healthcare, San Antonio — Physician Contract Specialist

November 2013 - November 2019

- Credentialing providers with their appropriate facilities.
- Redline and negotiate facility fee schedule contracts.
- Uphold HIPPA protocols.
- Organizational projects.

Lost Creek Dental, San Antonio — Registered Dental Assistant

August 2020 - March 2021

- Assist dentists during examinations and procedures, including chairside assisting and four-handed dentistry techniques.
- Prepare treatment rooms by sterilizing instruments and ensuring all necessary materials are available.
- Take and develop dental radiographs (X-rays) while adhering to safety protocols.
- Uphold infection control protocols and aseptic techniques in all procedures.
- Fabrication of temporary crowns and bridges.
- Itero scanning
- Assisting Doctor with Implant placements

SKILLS

**Proficient in using Dentrax, and Dexis for managing patient records.*

**Knowledge of dental terminology, anatomy, and various specialties.*

**Strong understanding of infection control practices and techniques to ensure patient safety.*

**Excellent interpersonal skills to communicate effectively with patients, families, and team members.*

**Effective time management skills and able to support a steady flow in Dr's schedule.*
**Great attention to detail and follow through.*

**10 Key to touch*

**Cord Packing*

**Assistance with: Fillings, extractions, wisdom extractions, implant placements, implant restoration, Crowns and bridges, Cosmetic, Prosthodontics, Endodontics, Periodontics, Invisalign and some traditional Ortho.*

**Free hand acrylic temporaries up to 15 units.*

Cosmetic Dental Associates, San Antonio — Registered Dental Assistant

March 2021 - September 2022

- *Assist dentists during examinations and procedures, including chairside assisting and four-handed dentistry techniques.*
- *Prepare treatment rooms by sterilizing instruments and ensuring all necessary materials are available.*
- *Take and develop dental radiographs (X-rays) while adhering to safety protocols.*
- *Uphold infection control protocols and aseptic techniques in all procedures.*
- *Fabrication of free handed temporary crowns and bridges.*
- *Itero scanning*
- *Free hand temporary crowns and bridges*

LANGUAGES

***English**

***Spanish**

Cosmetic Dentistry of San Antonio, San Antonio — Registered Dental Assistant

September 2022 - June 2023

- *Assist dentists during examinations and procedures, including chairside assisting and four-handed dentistry techniques.*
- *Prepare treatment rooms by sterilizing instruments and ensuring all necessary materials are available.*
- *Take and develop dental radiographs (X-rays) while adhering to safety protocols.*
- *Uphold infection control protocols and aseptic techniques in all procedures.*
- *Fabrication of free handed temporary crowns and full arch bridges.*
- *Itero scanning*
- *Well versed in Invisalign orthodontics,*

Medical Center Dental Group, San Antonio — Registered Dental Assistant

August 2023 - Present

- *Assist dentists during examinations and procedures, including chairside assisting and four-handed dentistry techniques.*
- *Prepare treatment rooms by sterilizing instruments and ensuring all necessary materials are available.*
- *Take and develop dental radiographs (X-rays) while adhering to safety protocols.*
- *Uphold infection control protocols and aseptic techniques in all procedures.*
- *Fabrication of temporary crowns and bridges.*
- *Itero scanning*
- *Well versed in Invisalign orthodontics.*
- *Assisting Doctor with Implant placements.*

EDUCATION

Earl Warren High School, San Antonio — *Diploma*

August 2008 - June 2012

*Varsity Dance *Future Physicians Club

PIMA Medical Institute, San Antonio — *RDA*

November 2019 - August 2020

*Graduated with Honors