



MICHAEL ANDERSON

DENTAL COMPLIANCE OFFICER

PROFILE

Results-driven Dental Compliance Specialist with over 5 years of experience in managing compliance programs within dental and healthcare settings. I am well-versed in dental regulations, HIPAA, and OSHA standards, with a proven track record of implementing effective compliance strategies that ensure patient confidentiality and safety. My ability to communicate effectively with teams at all levels has allowed me to foster a culture of compliance and accountability.

EXPERIENCE

DENTAL COMPLIANCE OFFICER

Healthy Smiles Clinic

2016 - Present

- Developed compliance training modules for new hires and existing staff.
- Conducted audits and assessments to ensure compliance with HIPAA regulations.
- Collaborated with dental teams to address compliance issues promptly.
- Implemented a patient feedback system that improved compliance scores by 25%.
- Maintained accurate records of compliance activities and training sessions.
- Provided regular reports to management on compliance status and risks.

COMPLIANCE ANALYST

Dental Care Solutions

2014 - 2016

- Assisted in the development of compliance policies and procedures.
- Monitored adherence to state and federal regulations in dental practices.
- Conducted risk assessments and developed mitigation strategies.
- Facilitated training workshops on compliance topics for staff.
- Reviewed incident reports and recommended corrective actions.
- Worked with IT to ensure secure handling of patient data.

CONTACT

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SKILLS

- Compliance Management
- HIPAA
- Audit Coordination
- Risk Assessment
- Training Development
- Data Analysis

LANGUAGES

- English
- Spanish
- French

EDUCATION

BACHELOR OF ARTS IN HEALTH ADMINISTRATION, STATE UNIVERSITY, 2016

ACHIEVEMENTS

- Successfully reduced compliance violations by 35% within one year.
- Received the 'Employee of the Month' award for outstanding compliance efforts.
- Played a key role in achieving Joint Commission accreditation for the clinic.