

Synergy ENT Specialists is a growing ENT practice, established in August 1998 and seeking a full-time **Allergy Nurse**.

Synergy ENT Specialists is committed in delivering the highest quality, personalized care for pediatric and adult patients suffering with a wide array of ear, nose, throat, sinus, allergy and hearing conditions.

Job Summary:

The Allergy Nurse works closely with our Allergy Team, physicians and Chief Operating Office, playing a critical role to build and support a world-class Allergy Department at both locations – Festus and Ladue, MO.

The Allergy Nurse will be actively involved with patient care and therefore exceptional customer service and patient assessment skills are a must.

Responsibilities:

- Schedule and initiate skin testing
- Educate patients on skin testing results
- Coordinate allergy treatment as directed by the physicians
- Mix and initiate immunotherapy treatments
- Update medical records with treatments
- Scan and assign documents into patients' charts
- Triage allergy patient calls
- Manage immunotherapy injection schedule

We are seeking a professional with:

- A degree in respiratory therapy and/or nursing
- A patient-focused work ethic
- Leadership and teamwork skills
- Demonstrated, successful organizational skills with the ability to manage multiple priorities in a fast-paced, rapidly changing environment
- The ability to effectively and proactively communicate, both verbally and in writing, in support of appropriately informing patients, staff, and surgeons timely
- Strong interpersonal skills with demonstrated ability to develop and maintain effective and collaborative relationships with team members, external representatives, distributors, vendors, etc.
- The desire and ability to learn new technology including but not limited to EMR and scheduling software
- The experience and skills to work in a medical office

Preferred Requirements:

- Prior experience working in an Allergy or ENT office

A highly competitive compensation, paid time off, paid holidays and 401K with up to 4% company match is offered.

For more information on our practice, visit www.synergyentspecialists.net

Submit your cover letter and resume for immediate consideration