

COURTNEY JOHNS, MPH, CPH

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EDUCATION

Bachelor of Arts, Psychology, University of South Florida
August 2011

Master of Public Health, University of South Florida – dual concentration in Epidemiology and Maternal & Child Health
May 2019

Doctoral Student, University of South Florida – Biological Anthropology (Bicultural Medical Anthropology concentration)
In progress – Year 1

- Topic leader within a secondary data analysis group
- Poster presenter at the 2019 USF Health Research Day
- Lecture co-presenter on social determinants of health to over 180 first year medical students
- Co-facilitator of diversity trainings for 40 physician assistant and 50 physical therapy students
- Participated in USF's College of Pharmacy Workgroup Enhancing Community Advocacy and Research Engagement (WE-CARE) program

PROFESSIONAL EXPERIENCE

Senior Medical Education Coordinator

Department of Medical Education (DME), Morsani College of Medicine
Sept 2016 – Present

- Oversees doctoring clinical experiences (DCE) for 1st and 2nd year medical students (approximately 360 students) through coordination with over 100 community physicians
- Collaborates with partnering institutions (USF Clinics, Tampa General Hospital, Moffitt Cancer Center, and James A. Haley VA) to facilitate, track, and communicate student onboarding procedures, credentialing, and electronic medical record access
- Logistic leader for rising 3rd year medical student's Introduction to Clerkship (I2C) course
- Doctoring III Course Coordinator
- Tracks and facilitates courtesy and voluntary faculty appointments for DME

Medical Education Coordinator

Department of Pediatrics, Morsani College of Medicine
May 2015 – Sept 2016

- Coordinated 3rd year medical student clerkship and 4th year student elective clinical shifts, lectures, faculty evaluations, Canvas courses, exams, and grading
- Assisted Pediatric and Med-Peds residency programs (53 residents) with scheduling, evaluations, progress tracking, and research support
- Worked closely with USF Health IS to facilitate an EMR access process after transitioning to a new system
- Developed and implemented a resident onboarding process checklist for rotations at a partnering hospital

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Program Coordinator

USF Medicine International, Morsani College of Medicine

May 2011 – May 2015

- Provided support for the Assistant Vice President of International at USF Health and Assistant Dean of International, Morsani College of Medicine
- Served as liaison for the program with other USF offices and external international institutions and facilitated the establishment of memorandums of understanding
- Maintained a database to track students' activities within the International Medicine Scholarly Concentration program, collecting and recording progress reports each semester and compilation for annual reports for program leadership
- Managed a database for international observership applicants, created a new system for tracking accepted observers, and provided analysis of program statistics and outcomes to supervisors
- Managed a team of interpreters to ensure all materials were translated in a timely fashion, scheduling in-person translators for presentations and site tours

Intern

Hillsborough County Health and Social Services

Summer 2010

- Provided research support to the department's grant writer
- Analyzed health care client data, presented findings of their client's demographic changes over the past 5 years to county officials, and examined whether the changes were attributed to qualification policy or actual population change
- Instrumental in retrieving relevant data for a study to examine the health care clients' emergency department utilization in comparison to other populations

Research Assistant

Department of Psychology's Social Development Lab, University of South Florida

June 2008 – June 2009

- Gathered, entered, and analyzed data from surveys of U.S. and Finnish adolescents regarding self-reported quality and quantity of friendships
- Established relationships with local organizations to expand the research population

SOFTWARE AND CERTIFICATIONS

- Microsoft Office Suite (including TEAMS), GEMS, EndNote, SPSS, SAS, Qualtrics, E-Value, New Innovations, Examsoft, Boardvitals
- Certified in Public Health (CPH)
- USF IRB Student Researcher Workshop
- Certified Research Administrator-USF (CRA-USF/Basic)