Amanda Reyes

HYGIENE COORDINATOR

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Summary

Hygiene coordinator and RDH with 11 years of clinical practice, now running the hygiene department for a 4-office dental group in Raleigh with 12 hygienists. Owns hygiene scheduling, recall management, periodontal protocols and staff training, and still treats patients 2 days a week. Raised hygiene production 22% in 2 years with clear communication skills and steady coaching.

Skills

- **Hygiene Scheduling**
- **Recall Management**
- **Periodontal Protocols**
- **Staff Training**
- **Scaling and Root Planing**
- **Local Anesthesia**
- **Dentrix**
- **Hygiene Production Reports**
- **Patient Education**
- **Communication Skills**

Experience

Hygiene Coordinator 01/2022 - Present

Capital City Dental Partners Raleigh, NC

Dental group with 4 offices, 9 dentists and 12 hygienists.

- Lead a hygiene team of **12** hygienists and 4 hygiene assistants across 4 offices, including hiring and quarterly reviews.
- Manage hygiene scheduling and recall management for 18,000 active patients, lifting the recall rate from 58% to 71%.
- Build periodontal protocols and charting standards, raising scaling and root planing diagnoses from 18% to 29% of adults.
- Run staff training and monthly calibration sessions, and send weekly hygiene production reports from Dentrix to 3 owners.

Registered Dental Hygienist 06/2017 - 12/2021

Cary Family Dentistry Cary, NC

General practice with 3 dentists and 3 hygiene rooms.

- Performed prophylaxis and periodontal maintenance for 8-9 patients a day.
- Administered local anesthesia for scaling and root planing, about 30 quadrants a month.
- Mentored 3 new graduate hygienists through their first 6 months on the schedule.
- Coached patients on home care, and patient education raised fluoride and sealant acceptance by 25%.

Dental Hygienist 06/2015 - 05/2017

Wake Forest Dental Care Wake Forest, NC

Family practice with 2 dentists.

- Treated 8 patients a day, including children, seniors and medically complex adults.
- Exposed full-mouth X-ray series and charted perio findings for about 15 new patients a week.
- Verified insurance benefits for next-day hygiene patients, cutting billing corrections by about 50%.

Education

Associate in Applied Science 05/2015

Wake Technical Community College Raleigh, NC

Dental Hygiene

Certificates

Dental Hygiene License 06/2015

North Carolina State Board of Dental Examiners

BLS for Healthcare Providers 02/2026

American Heart Association