

# Kelly E. Finno

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## EDUCATION

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**Geisinger Commonwealth School of Medicine**  
Master of Biomedical Sciences

August 2019-Present

**University of Scranton**  
Bachelor of Science, Biology  
Bachelor of Science, Psychology with a minor in Biology

August 2012-August 2013

August 2007-May 2011

**Bucks County Community College**  
Phlebotomy Certification  
Fire School

August 2011-June 2012

## PROFESSIONAL EXPERIENCE

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PRA Health Sciences

April 2014-Present

DRUG SAFETY ASSOCIATE III

January 2021-Present

- Responsible for on-boarding of new hires, including schedule of on-boarding process and audit-ready documentation and filing of training
- Review difficult safety and/or medical reports to assess relevance of information for purposes of adverse event reporting
- Highly proficient in multiple versions of MedDRA for medical coding of patient history, adverse events, and special situations
- Highly proficient in multiple versions of WHODrug, including correctly capturing non-codable medications
- Involved in remediations as necessary

DRUG SAFETY ASSOCIATE II

April 2019-January 2021

- Achieved role of back-up/US lead for a project of 10 members with a global for a client based in Germany, with offices also in the United States, Japan, and Australia
- Leads team training and meetings, requesting information from client or Medical Evaluators, analyzes monthly metrics and performs quality check every day on cases processed by team
- Performs medical coding of serious adverse events and non-serious adverse events in accordance with the most recent MedDRA dictionary, entering concomitant medications and dosing regimens, medical histories, and symptoms under one hour for each case
- Proficient in addendum-style narrative and integrated narrative in Argus
- Trained on and currently implementing FDA suggestion to capture device issues
- Assigned to post-marketing studies covering multiple rare diseases

DRUG SAFETY ASSOCIATE I

January 2016-April 2019

- Assigned to a clinical trial for indication Chronic Lymphocytic Leukemia (CLL)

- Attended a week long FDA submissions training; one of three people on project team qualified to complete FDA submissions

#### SITE MANAGEMENT ASSOCIATE II

April 2014-January 2016

- Monitored 50 sites remotely to ensure compliance with FDE regulations in reporting serious events, assessed if site required on-site visit by Clinical Research Associate (CRA)
- Assigned to phase IIIB clinical trial for weight management in adults with initial Body Mass Index of 30kg/m<sup>2</sup> or greater (obese) or BMI of 27kg/m<sup>2</sup> or greater (overweight) in presence of at least one weight-related co-morbidity. Drug was approved by the FDA in 2015.

### CLINICAL EXPERIENCE

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FlowMetric Life Sciences, Inc., Laboratory

#### MEDICAL TECHNOLOGIST

January 2021-Present

- Mobile COVID-19 Testing unit
- Tasks included accessioning nasal swabs, preparing sample in reagent, and adding solution to the BD Veritor
- Record and verify results
- On-site COVID-19 testing service for a local university, assisting in collection of nasal swabs

Doylestown Hospital, Department of the Laboratory

April 2014-June 2020

#### PHLEBOTOMIST

- Responsible for collecting specimens in-patient including Medical Surgical floors, Critical Care unit, Intensive Care unit in a timely and prioritized manner
- Perform outpatient specimen collection procedures in a timely manner
- Confirm correct ordering of tests, cross check diagnosis code is accepted for tests ordered, use ARUP reference to correctly order uncommon tests
- Required to remain competent on venipuncture specimen collection for infant through elderly, heel stick specimen on newborns
- Competencies assessed and passed yearly

Geisinger Wyoming Valley, Department of the Laboratory

August 2013-March 2014

#### PHLEBOTOMIST

- In-patient phlebotomist including Intensive Care Unit, Maternity, Medical Surgical floors, Surgery preparation/recovery, Emergency Department (Level 1 trauma center) for a hospital of 250 beds
- Out-patient phlebotomist at hospital out-patient draw site

### LEADERSHIP EXPERIENCE

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PRA Health Sciences

June 2017-Present

## **BACK-UP LEAD DRUG SAFETY ASSOCIATE**

- Responsible for training compliance of the team, consulted for questions or guidance regarding daily tasks and opinion on less frequent situations
- Manage case load in workflow for team and encourage teamwork to complete 5-10 cases per day
- Involved in problem identification and development and implementation of a solution

University of Scranton

August 2010- May 2011

## **RESERVE OFFICER TRAINING CORPS**

- ROTC for two semesters
- Participated in all team building activities and leadership development courses required within program throughout each semester

## **RESEARCH ACTIVITIES**

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University of Scranton, Histology Laboratory

August 2012-August 2013

### **STUDENT RESEARCHER**

- Prepared mammalian tissue for histological assessment: removed tissue from whole organism, dehydrated tissue, embedded tissue in paraffin, used microtome to slice blocks, mounted on slide, staining, and review of tissue
- Infrequent exposure to Immunohistochemical staining and fluorescent microscopy

## **HONORS AND AWARDS**

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Most Outstanding Student Award, Bucks County Community College – Fire School

June 2012

## **EXTRACURRICULAR ACTIVITIES**

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Self-Organized

DONATIONS TO DOYLESTOWN HEALTH LABORATORY DEPARTMENT

June 2020

- Purchased non-perishable items such as various teas, Emergen-C, and snack packs for employees of the laboratory department. These items were individually packaged into goody bags. As a result, I was recognized on the “Doylestown Health Honor Roll” list

Bryn Mawr Presbyterian Church, Handbell Choir  
MEMBER

January 2019-May 2019

- Active member in handbell choir. Practiced every Sunday for an hour and a half. Performed at the church prior to service four times during five months

Chestnut Hill Music Academy  
VIOLIN STUDENT

November 2018-May 2019

- Refreshed skills learned in the past such as sight reading and playing scales

Doylestown Hospital, Department of the Laboratory

April 2019

#### LABORATORY WEEK CONTRIBUTOR

- Participated in National Laboratory Week by providing three games for department to enjoy: “Can you C. the Diff – erence”, “Pin the needle in the vein”, and “Guess how many micropipette tubes are in the volumetric flask”

University of Scranton

#### AMERICAN RED CROSS BLOOD DRIVE COORDINATOR

April 2011

- Worked with the Scranton chapter of the American Red Cross to organize a blood drive on campus. Opportunity for ROTC cadets to volunteer. Successful community outreach; received pizza hourly from local Domino’s for duration of the drive

#### MEMBER, SECOND VIOLIN SECTION

September 2007-May 2013

- Held position of member in the string orchestra, consisting of all non-major musicians interested solely in playing

#### COMMUNITY SERVICE ACTIVITIES

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Franklin Institute

#### SCIENCE PRESENTER, VOLUNTEER

January 2020-April 2020

- Trained on exhibits throughout the Institute to effectively and professionally facilitate scientific learning and encourage scientific curiosity.

Hepatitis B Foundation

September 2019-October 2019

#### VOLUNTEER

- Handed out literature about Hepatitis B, including testing information
- Assisted at a Hepatitis clinic in which information was provided and blood tests were drawn

PRA Health Sciences

#### RISE AGAINST HUNGER, VOLUNTEER

December 2018

- Packaged 10,000 meals in two hours as a team in the Blue Bell office

#### EMERGENCY RESPONSE TEAM MEMBER

2017-2020

- Discuss safety of office, implement safety procedures