

# JEFFREY R. SMOOTS

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## **WORK EXPERIENCE**

**Information Systems Manager / Programmer**, Sound Sleep Health, 2005 to 2018.

- ◆ Design, creation and implementation of a split Microsoft Access / SQL Server patient database application (Sounds Sleep Health EMR)
- ◆ Network maintenance (MS Windows environment)
- ◆ Maintenance of office computer systems (Desktop PCs, Laptops, Copiers, Point of Sale devices)
- ◆ Technical support, training for end users
- ◆ Office 365 maintenance
- ◆ Durable Medical Equipment inventory management

**Information Systems Manager / Programmer**, Richard J. Pisani MD / Nexstep Medical Resources. 1995 - 2005.

Duties included:

- ◆ Design, creation and implementation of a Microsoft Access patient database application (Sleep Apnea Manager)
- ◆ Technical support for users of retail version of Sleep Apnea Manager
- ◆ Network maintenance
- ◆ Implementation of computer-based patient scheduling
- ◆ Maintenance of office computer systems
- ◆ Computer training for office staff
- ◆ Clinical Research (via patient questionnaires, and data culled from patient electronic healthcare record)

**Business Manager**, Friends of Everett Parks Foundation, Everett, Washington, 1993 - 1995. The Friends of Everett Parks is a 509(a)(1) publicly supported non-profit corporation. Duties included:

- ◆ Foundation office management
- ◆ Donor database management
- ◆ Bookkeeping
- ◆ Marketing
- ◆ Scholarship program administration
- ◆ Foundation-sponsored event coordination with Everett Parks & Recreation Department staff
- ◆ Management of multiple concession contracts
- ◆ Coordination of bi-monthly Foundation board meetings

**Administrative Aide**, Everett Parks and Recreation Department, Everett, Washington, 1991 - 1996.

Duties included:

- ◆ Administrative support for top-level management staff

- ◆ Computer-related technical assistance
- ◆ Development of spreadsheets and databases
- ◆ Management of multiple databases
- ◆ Creation of Microsoft Word macros to automate common administrative tasks
- ◆ Preparation, administration, and analysis of various Everett Parks and Rec. Dept. surveys
- ◆ Preparation of executive summaries and graphs for meetings and reports
- ◆ Preparation of organizational charts
- ◆ Preparation of timelines for various Everett Parks and Recreation Department programs and services

## ***EDUCATION***

High School Diploma, Mariner High School, Everett, WA.

Associate of Arts and Sciences, Edmonds Community College, Edmonds, WA. Specialization: Business Administration.

Bachelor of Arts in Business Administration (with an emphasis in Information Systems), University of Washington, Seattle WA.

## ***COMPUTER EXPERIENCE***

Office Productivity: MS Access, MS Word, MS Excel, MS Power Point

Electronic Health Care systems: Athena Health, Encore Anywhere, Resmed Airview

Database: MS SQL Server, MS Access

Programming: Visual Basic for Applications, HTML

Inventory Management: FlexscanMD

Media Creation: Adobe Photoshop, Adobe Lightroom, Adobe After Effects, Adobe Premier, Magix Vegas Pro, Hitfilm, Sonar, Sound Forge.

Please see detailed Skills and Endorsements on my Linked profile, (<https://www.linkedin.com/in/jeffrey-smoots-50727878/>).

## ***RECOMMENDATIONS***

Vrushali Gerappe, MD. Sleep Medicine / Psychiatry at Swedish Medical Center.

I've known Jeff since 2010 when I worked at Sound Sleep Health as a sleep physician. He has been a key employee who takes care of the software systems in the sleep lab and in the clinics. I have always been impressed by his outstanding diligence and his high level of technical expertise. He has tackled every project assigned to him with enthusiasm and competence. He invariably understands exactly what a project is all about from the outset, and how to get it done quickly and effectively. He consistently produces superior quality work, on time, and within budget targets especially where time is of essence in a clinical setting. I recommend Jeffery Smoots very highly for any position in the IT field that involves complexity and creativity, with high quality requirements. He is not only an exceptionally bright and hardworking person

who will do his very best to do an outstanding job for whomever he works with but he is a great person to know and easy to get along well with. [October 8, 2018, via LinkedIn]

Richard J. Pisani, MD. Physician / Owner, Pacific Sleep Center.

I am writing on behalf of Jeff Smoots. Between 1995 and 2005 he worked in my medical office as sole architect of software we used to run our sleep medicine practice. At our weekly business meetings, our team asked Jeff if the software could be made to address any number of clinical and administrative issues. Jeff always delivered. He was also fundamentally critical in assisting me prepare 11 abstracts over the course of a decade at medical professional society meetings. All of this from a soft spoken individual who is a pleasure to work with. I recommend him without hesitation. If you have further questions, email me at rjpisanimd@yahoo.com. [October 3, 2018, via LinkedIn]

Ernesto Brauer, MD, FACP, FCCP, D, ABMS. Physician at Aurora.

I am writing to HIGHLY recommend Jeffrey Smoots to his next phase in life. I have known Jeffrey for many years and admire his work and character. He will be sadly missed but I am sure will contribute to his next endeavors. [October 2, 2018, via LinkedIn]

## **PUBLICATIONS**

**Reduction in Body Weight Produces a Significant Decrease in the ApneaHypopnea Index (AHI) in Patients with Obstructive Sleep Apnea (OSA).** Pisani, RJ, Smoots, JR. Oct 1, 2004. American College of Chest Physicians.

**The Venue of Testing (In Home (H) versus Attended (A)) Does not Produce any Significant Difference in Test Results or Clinical Outcomes in Patients with Obstructive Sleep Apnea (OSA).** Pisani RJ, Smoots JR, Kapnadak S, Bowers B. Oct 1, 2003. American College of Chest Physicians.

**The Number of Symptoms Present at the Time of Diagnosis of Obstructive Sleep Apnea (OSA), and Symptom Response Rate Increase as Body Mass Index (BMI) Increases.** Pisani RJ, Smoots JR, Colyer J, Sandoval JC. Oct 1, 2002. American College of Chest Physicians.

**The Absence of a History of "Waking up Choking", Observed Apnea, or Reported Snoring Does Not Preclude the Diagnosis of Obstructive Sleep Apnea (OSA).** Pisani RJ, Smoots JR, Colyer J, Sandoval JC. Oct 1, 2001. American College of Chest Physicians.

**Clinical Outcomes in Obstructive Sleep Apnea Patients Treated with Continuous Positive Airway Pressure.** Pisani RJ, Colyer JD, Cole LB, Smoots JR. Oct 1, 1999. American College of Chest Physicians.

**The Apnea Hypopnea Index (AHI) Frequency Does Not Correlate with the Degree of Symptom Resolution in Patients with Obstructive Sleep Apnea (OSA).** Pisani RJ, Cole LB, Smoots JR. Nov 1, 1998. American College of Chest Physicians.

**Gastroesophageal Reflux Symptoms are Significantly Reduced in Obstructive Sleep Apnea Patients that use Continuous Positive Airway Pressure (CPAP).** Pisani RJ, Smoots JR. Nov 1, 1997. American College of Chest Physicians.