

## REGISTERED NURSE CLINICAL CARE COORDINATOR- FIRST AID

### Professional Background

To obtain a position as a registered nurse where my experience and leadership skills can be utilized to provide a positive and effective team environment resulting in excellent patient care and satisfaction. Able to quickly adapt to new environments and Newborn education situations. Specimen collection/processing proficiency Effectively able to triage critical situations. Excellent communication skills between multiple Exceeds and performs well in difficult situations. parties. Extensive experience in efficiently managing Strong medical ethic people. Sound, ethical and independent decision-making Disciplined, energetic employee who quickly ability consistent with medical protocols. establishes rapport with patients and colleagues.

### Professional Experience

05/2015 to Current

Registered Nurse Clinical Care Coordinator- First Aid Company Name - City , State

- Provided leadership to staff through coaching, mentoring and remodeling in order to achieve high quality patient care in a safe and customer focused environment Provided clinical expertise and a resource to clinical staff.
- Worked closely with management, physician leadership, and staff to optimize patient flow and improve patient care.
- Provided emergency/urgent care to Cubs staff and patrons including wound care, patient triage, applying splints and assessment of injuries.
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- Coordinated care with Superior in starting IV's, performing EKGs or patient transport.
- Able to independently demonstrate problem solving, critical decision making, and utilizing appropriate resources.
- Able to demonstrate appropriate action and take a lead role in emergency situations.
- Supported a safe environment for patients and associates through effective monitoring or staff compliance to established standards of care, policies and procedures and HIPAA compliance.
- Maintained an effective process for inventory control and medication supply utilization.

06/2008 to Current

Clinical Supervisor / Registered Nurse Company Name - City , State

- Managed Day-to-Day operations Device- related adverse events training Medical equipment maintenance and certification Vaccine inventory and reports Clinical staff scheduling Performance reviews Chart audits Clinical evaluations Maintained current employee files for clinical staff Conducted interviews and hiring Attended and held staff meeting and In-services Attended annual OSHA/CPR reviews Maintained staff communication (i.e., held staff meetings, prepared monthly memos- improvements/accomplishments) Responsible for first, second and weekend shifts Oriented/trained new clinical staff Coordinated communication between departments Worked directly with the owners of the practice Delegated clinical staff, as needed Prepared patients for the doctors: performed nurse triage, obtained vital signs and patient measurements (height, weight, head circumference) Carry out physician orders: Administering immunizations, urinary catheter collection, starting I.V.'s, preparing patient samples to be sent out to the lab, performing blood draws, bilirubin blood draws, performing and sending newborn screens, administering oxygen and/or oxygen with nebulizer treatments, organizing and setting up admissions to the hospital, making follow up phone calls per doctor request, filling out requisitions for tests, giving instruction for medication to be given at home- inhalers, nebulized treatments Assist doctors with ordering medical tests, with procedures, and preparing and explaining medications Triage incoming calls from patients- giving medical advice, determining if the patient needs to be seen by a doctor in Recorded incoming lab test results, reviewed results with the doctor, and contacted patients as necessary Developed and maintained quality care systems and standards, including but not limited to, creating and improving Educated campers and staff in accident/illness prevention, and made sure medications were safeguarded and Conducted screenings on all campers before trips and at three times during the summer; at check-in and checkout Coordinated and dispensed all medications on a mealtime schedule and at the end of the

evening program University of Illinois- Chicago College of Nursing Chicago, IL Women's Health Nurse Practitioner/Midwifery program the office or to receive emergent medication attention Demonstrating patient education Called in pharmacy medications as prescribed Checked patient surgery schedule daily and called patients for follow up medical protocols/guidelines.

- Managed team of medical support personnel.
- Monitored unit budget to ensure financial objectives were met.
- Trained 10 staff nurses to provide top-quality patient care.
- Headed on-boarding process for new nursing staff.
- Interviewed patients to obtain medical information and measure their vital signs, weight and height.
- Tested glucose and administered injections.
- Provided necessary health education training for patients.
- Evaluated patients presenting with asthma, appendicitis, etc.

Nursing/Manager's assistant Company Name - City , State

- Provided first aid.
- Monitored health and sanitation procedures throughout the camp.
- administered.
- Presided at all health checks and followed up on any problems seen in the Health Center.

Education and Training

MASTER OF SCIENCE : MIDWIFERY University of Illinois- Chicago College of Nursing - City , State , US MIDWIFERY

BACHELOR OF SCIENCE : NURSING Illinois State University- Mennonite College of Nursing

US Illinois State University- Mennonite College of Nursing Bloomington - State NURSING

Bachelor of Science : Nursing Degree University of Hawaii - City , State , US GPA: GPA: 3.76

Graduated Cum Laude Nursing Degree GPA: 3.76 Graduated Cum Laude

5/06

General Education University of Hawaii - City , State GPA: GPA: 4.0 General Education GPA: 4.0

08/2007

Resurrection High School - City , State , US Resurrection High School Chicago, IL 4 years of both varsity cross country and track and field Served as the president of the Health Careers Club senior year Graduated with honors National Honors Society ACCOMPLISHMENTS Graduated with honors- National Honors Society CPR, OSHA certified

8/06

Illinois State University GPA: Deans list 04-07 National Society of Collegiate Scholars Graduated from Illinois State University Cum Laude Deans list 04-07 National Society of Collegiate Scholars Graduated from Illinois State University Cum Laude

Additional Information

- LICENSES Registered Nurse Practitioner in the State of Illinois, License number 041.369585

Skills

allergies, blood draws, budget, charts, coaching, CPR, decision making, EKGs, equipment maintenance, filling, financial, first aid, health education, hiring, immunizations, injections, instruction, inventory, inventory control, lab test, leadership, meetings, mentoring, office, Nursing, organizing, patient care, patient flow, preparing patient, Performance reviews, personnel, policies, presenting, problem solving, protocols, quality, Reporting, scheduling, Supervision, surgery, phone, triage, patient triage, urgent care, Vaccine, vital signs, wound care