Ellen Rosenberg

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860-232-3880

**Summary of Skills**

-A conscientious nursing medical professional with strong interpersonal skills combined with hands on medical knowledge to serve the needs of both my employer and patients.

-Organized and skilled leader cost conscious and bottom line sensitive with a proven track record of achieving positive results with all tasks performed.

**Education:**

**BSN** American International College Springfield, MA 1984

**Related Work Experience:**

Informed Health Nurse/Patient Advocate

Aetna Insurance Hartford, CT 1994-2012

* Discussed medications, procedures, treatment options and other health concerns.
* Work with insured patients to help comprehend a better understanding of health issues and treatment options.
* Assist patients with preparing questions for doctors.
* Refer patients to doctors, specialists, or emergency facilities.
* Discuss the latest research on treatments and procedures, and explain risks and benefits associated.
* Help insured with various medical questions and answers related to ailments, management programs as appropriate.

ER Independent Consultant West Hartford, CT 1989-Present

*Medical Bill Auditor*

* Audit medical bills to define and quantify medical charges and to define under and over charges.
* Discuss differences with hospital billing departments and negotiate settlements.
* Clients include unions and various other insurance companies.
* Worked for companies all over the country.
* Bill audits range from $20,000 to $500,000 in size.

St. Francis Hospital and Medical Center Hartford, CT 1984-1989

*Registered Nurse*

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* Medical-Surgical: Cared for patients immediately after major surgical procedures.; i.e. Charge Nurse for Medical –Surgical Floor as needed
* Explained medical procedures to patients
* Responded appropriately to emergencies as needed

Cystic Fibrosis Clinic Nurse for department

* Cystic Fibrosis Clinic: Monitored and maintained patient care and records for Cystic Fibrosis patients.
* Ran the Cystic Fibrosis Clinic and followed up with patients.
* Assisted in getting appropriate care when needed.
* Provided education to family members and patients

Dr. Horace Sarter, Pediatrician West Hartford, CT 1989-1994

*Nurse/Office Manager*

* Nurse: Ran all medical aspects of a doctor’s office. Provided patient care and related procedures.
* Office Manager: Managed office, including: patient records, billing, supply stock, scheduling and bookkeeping.
* Assisted MD with minor procedures.

Duncaster Bloomfield, CT 1984 (date is approximate)

* Worked as a Registered Nurse with Patients / Med Nurse

Greenwood Health Center Hartford, CT 1985 (date is approximate)

* Worked as a Registered Nurse with Patients/ Med Nurse

*References upon request*