**ELISSA FORD**

**172 Oak Forest Drive**

**Manchester, CT 06042**

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**(860) 983-4892**

**Objective:** To obtain a position as the Nursing Clinical Director of Informatics where my extensive clinical, professional and practical experience will be fully utilized.

**Education**

Beginning Graduate Program in Fall 2011 to obtain Masters in Health Administration with Minor in Informatics

**ST. JOSEPH COLLEGE, West Hartford, CT**

Bachelor of Science in Nursing, Spring 2005

**CAPITAL COMMUNITY COLLEGE, Hartford, CT**

Associate’s in Science with Certification in Medical Assisting, Spring 2002

**Career Profile**

* Strong analytical skills, capable of assessing conditions and implementing appropriate intervention.
* Proficient user in the operation of Microsoft Outlook, Microsoft Excel, Microsoft Power Point, and Microsoft Word.
* Drafting and reviewing policies/procedures compliant with JHACO standards.
* Proven record of reliability and responsibility.
* Strong writing and verbal communication skills
* Possess special sensitivity to meeting diverse needs in varied situations.
* Develop rapport with patients, family, staff, and physicians.

**Professional Experience**

**Hartford Hospital, Hartford, CT (June 2005-Present)**

**Float Pool/Informatics (September 2007-Present)**

*Clinical Nurse Leader*

* Provide nursing care to patients on Medical/Surgical units throughout institution to fill staffing issues
* Conduct interviews
* Assisting with the opening of an interim Medical/Surgical overflow unit.
* Working with all nursing disciplines and ancillary teams to coordinate pt needs
* Coordinated education to existing and new staff
* Conduct chart audits
* Medication validations for external new hires
* Clinical documentation supers user (KBC)
* Contributed to the creation of various nursing electronic documents prior to being implemented throughout institution

**Hartford Hospital Surgical Nursing Unit (June 2005-September 2007)**

*Staff Nurse*

* Provided complex nursing care to patients on 42 Bed Surgical Unit
* Resource Nurse
* Preceptor
* PCA Scheduling
* Peer Review Committee

**Certifications/ Achievements**

* ACLS/BLS 2009
* TNCC 2009
* 2010 Recipient of Linda Richard June Long Nursing Award
* Full Circle Patient Safety Award
  + Assisted in finding solutions through hospital committee regarding inpatient Emergency Room inpatient population receiving ordered medications in safe and timely manner.
  + Implemented above process and then presented results to 2010 VP Operations Team

**Activities**

*Professional Activities*

* Clinical Informatics
  + Analyze and test data related to electronic documentation
  + Electronic Discharge Committee
  + KBC (Knowledge Based Charting) Superuser/trainer/testing
  + Created electronic Pre-Op checklist
* Nursing
  + Professional Practice Nursing Council at Hartford Hospital
  + Staffing Committee at Hartford Hospital
  + Assist with creating policies/guidelines for nursing documentation
  + Pt hand off committee

*Extracurricular Activities*

* Camp Nurse for CT Youth Non-Profit Organization
  + Administered medications
  + Provided medical care for minor injuries for children ages 8-18.
* Youth Leader, Faith Tabernacle, Manchester, CT
  + Facilitates mentoring and character development program for middle and high school students
  + Organizes educational and fun events for youth group of 40+ students