**RESUME  
  
CECILIA D. TAYLOR, R.N.  
 47 Rusling Place**

**Bridgeport, CT 06604-2107**

**Home/Fax: (203) 576-6508  
Cell Phone: (203) 545-3470**

**CAREER OBJECTIVES**:  
To obtain a position in which I can utilize, in depth, my Twenty-years of professional nursing skills and experience in providing services to physicians, patients, families and the community in providing care for their particular health needs.

**SKILLS:**  
I have worked in many nursing specialties: Operating Room, Emergency Room, Pediatrics, Orthopedics, Medical/Surgical, Ambulatory, Neurology, Telemetry, Home Care and Pre Admission Testing. I am experienced in phlebotomy, IV Certified and EKG skills. I am currently up-to-date with my ACLS, BLS and PALS.

**EMPLOYMENT HISTORY:**

5/07-Present **Stamford Hospital Pre-Admission Testing RN**

32 Strawberry Hill CT **(Tully Center)**   
Stamford, CT 06904Manage surgical scheduling

and preadmission testing. Oversees coordination of preadmission and pre- assessment activities for elective surgical patients.

Conduct remote inpatient assessments to ensure patient readiness prior to their date of surgery. Collaborates with anesthesia, surgeons, primary care physicians, other physician consultants and ancillary

services.

Provides relevant documentation in a timely manner to the PAT Chart Coordinator to help ensure the patient's surgical chart is complete prior to surgery.

12/05-05/07 **Willows Pediatrics Staff Pediatric RN:**

1535 Post Road East All required medical and Westport, CT 06880 office duties, including knowledge of insurance and billing procedures.

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5/04-3/06 **Greenwich Hospital/** **Staff OR/ER Nurse**

**Yale New Haven Health Operating Room Nurse:**

5 Perryridge Road Circulating and scrub nurse Greenwich, CT 06830 duties.

**Specialties:** ENT, Neuro, General Surgery, Cardiac,

Angioplasty, Gynecology and Plastics.

**Emergency Room Nurse**: Emergency room services and duties.

4/03-5/04 **Danbury Hospital** **Operating Room Nurse**:

Hospital Avenue Circulating and scrub duties, all  
 Danbury, CT specialties.

1/03-4/03 **Bridgeport Hospital/** **Inpatient Pediatric Yale New Haven Health Staff RN:**

267 Grant Street **Part time/Per diem.**

Bridgeport, CT 06610 Pediatric nursing duties, all areas.

12/97-12/02 **Children's Medical Group Pediatric Staff RN:**

42 Sherwood Place All required medical and Greenwich, CT 06830 office duties, minor surgical procedures. HMO/PPO insurance billing (ICD/CPT).

5/97-10/97 **Family & Children's Aid** **Primary Care RN:**

**Norwalk Health Dept.** Total care of patients in their 135 East Avenue homes.

Norwalk, CT 06850 Total charge of record-keeping. Constant contact with physicians, and family members to corroborate care and status of patient. Oversee patient’s

insurance and initiate

paperwork for pre-certification,

insurance and Medicare/

Medicaid billing.

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5/97-10/97 **Family & Children's Aid** **Primary Care RN:**

**Norwalk Health Dept.** Total care of patients in their

Continued. Counsel and train family members to assist in patient’s care.   
 Train and supervise Home health Aides.

9/90-9/97 **Norwalk Hospital** **Staff Float Nurse:**

24 Stevens Street **(Rotating Charge Nurse, 12-** Norwalk, CT 06850 **hour** **shifts).**   
 Supervise, delegate assignments, and oversee completion.

Evaluate personnel performance and provide appropriate feedback.

10/85-9/90 **Norwalk Hospital** **CNA - Student Nurse:**

24 Stevens Street Assist RN's with ambulatory Norwalk, CT 06850 patient care, all areas.

**EDUCATION:**

2010- present: Charter Oak State College, Bachelor's, Health Studies

1988-1990: St. Vincent’s College of Nursing, Associate Degree, RN Program  
 Bridgeport, CT, Graduated 1990  
1984-1988: Norwalk Community College Associate Degree, Liberal Arts  
 Norwalk, CT

**CERTIFICATIONS:**

10/12 Stamford Hospital ACLS & BLS (current)  
10/12 Stamford Hospital PALS (current)

**MEMBERSHIPS:**

Association Operating Room Nurses

American Association Legal Nursing Consultants

**COMMITTEE(S):**

Infection Control Nurse Liaison

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**Taylcecilia@aol.com**

Human Resource Dept.

I believe that my qualifications are strong for this position. My 20 years as a registered nurse have given me excellent professional experience, in addition to my personal career objective of providing and maintaining the highest level of nursing care and quality of life under my charge.

I have strived to keep abreast of the latest data through continuing education, conferences, and reading various nursing medical journals and selected publications.

I have worked in many areas as a staff nurse: Pre-admission testing, pediatrics(inpatient and outpatient), orthopedics, neurology, telemetry,medical/surgical, ambulatory, homecare, ER and OR. I am also experienced in HMO/PPOs, ICD-9/CPT coding and private insurance billing.

I am currently up-to-date with my BLS,ACLS,PALS, IV certifications, phlebotomy and ECG skills.

Throughout my nursing career, I have gained valuable insight into the task of working effectively while maintaining quality relations and interfacing regularly with a diverse staff and a variety of professionals. Having a strong initiative in decision making and assumption of responsibilities, I am prepared to utilize my nursing skills and play an

integral part to your Company.

Thank you for considering me for this position. I look forward to hearing from you.

Sincerely yours,

Cecilia D. Taylor, RN

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/cdt