**Alice Heard**

1400 N. Fulton St. Wharton, Texas 77488 Cell: (979) 257-5044

[aliceheard@yahoo.com](mailto:aliceheard@yahoo.com)

**PROFESSIONAL SUMMARY**

Registered nurse with psychiatric/mental health, home health, rehabilitative, and supervisory nursing

experience. Highly organized and dedicated to providing high quality patient care according to the nursing process.  
Ability to build positive relationships with patients, families, physicians and the multidisciplinary team. Committed to  
education and promotion of health and wellness.

**LICENSES**

Registered Nurse, 759776 Expires-05/2022  
CPR/AED for Healthcare Providers-Expires-12/2022

**PROFESSIONAL EXPERIENCE**

**RICHMOND STATE SUPPORTED LIVING CENTER**

Richmond, TX.

**RN III (Nurse manager)** 11/2012 to Current

Supervised RN’s, LVNs and staff members on assigned units.  
The Nurse Manager IV performs duties within the scope of practice attributed to the skills of a registered nurse in the assigned area and reports to the Nursing Operation Officer. The work involves planning, developing, coordinating, and evaluating activities related to nursing function of the assigned area. Coordination of care and treatment of individuals that may require 24 hour nursing care and/or individuals with psychiatric/behavioral needs in accordance with accepted ICF-IID (Intermediate Care Facility for Individuals with Intellectual/Developmental Disabilities) rules and Texas Board of Nurse’s (BON) rules. He/she is responsible for the overall nursing functions including the medication administration process. The Nurse Manager is responsible for hiring, time and leave activities, completing performance evaluations of staff, Positive Performance Management, and policy development/revisions. The Nurse Manager will keep informed of and follows all facility policies and procedures. Provide treatment to HHS employees injured in course and scope of employment. Collaborated with physicians, psychologists, and unlicensed personnel regarding physiological, mental, and psychosocial changes in patient status.

**RN**

**Wharton Nursing and Rehabilitation Center** 07/2011 to 10/2012

Nursing care of residents with physical disabilities, acute and chronic disease processes, amputations, and  
individuals who've underwent surgical procedures.  
Collaborated with multidisciplinary team to develop plan of care to meet patient's needs in order to restore  
previous level of function, and/or increase level of independence.  
Performance of nursing assessments, interventions, admissions, and discharges as ordered by physician.  
Delivery of broad range of general nursing care interventions such as vital signs, EKG, phlebotomy, catheters,  
feeding tubes, IV and central lines.

I later became the **ADON** **staffing nurse** whom was in charge of staffing of the nursing staff for the entire facility. I was required to immunize and keep up with immunizations of all employees and residents.

**RN**

**Matagorda Regional Medical Center**

**Bay City, Texas 77414** 04/2010 to 10/2012

Provided nursing care for patients admitted to the medical-surgical unit of the hospital. Encouraged independence, and promoted a healthier lifestyle to ensure patients achieve optimal level of physical, mental, and psychosocial  
well-being.  
Administered medications and treatments per physician orders.

Performed blood transfusions, injections, started I.V.’s and even assisted nurse aides with any ask needing completion.

**EDUCATION AND TRAINING**

**Psychiatric Mental Health Nurse Practitioner** June 2023

**National University**

**Masters of Science, Nursing-Leadership and Management**

**Western Governor’s University** March2019

**BACHELOR OF SCIENCE**: NURSING December 2014

**Texas Tech University of Health Sciences**

**ASSOCIATE OF APPLIED SCIENCE**: NURSING December 2009

**San Jacinto College South**