Holly Howard  
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Glenn Heights, TX 75154

(262)721-8689  
  
Objective  
To utilize my nursing education, background, and experience in a challenging position, that requires the application of nursing skills, techniques, and supervision. Obtain a long term employment opportunity in a thought-provoking environment to help develop and test my critical thinking and leadership skills.   
  
Summary of skills

* Building of new Nursing Clinical Coordinator position.
* Planning and implementation in building new PDU unit.
* Coaching and disciplinary actions.
* Proficiency in API
* Assessing, planning, implementing, and evaluating according to the nursing process for effective patient care.
* Extensive knowledge in critical care, emergency, urgent care, PACU phase I and phase II, and ambulatory clinics
* Proficient knowledge in coordinating with other disciplines and hospital services for optimal patient outcomes
* Proficient at patient flow by serving as nursing clinical coordinator in current position to ensure maximum number of patients are seen and provided the quality care
* Great customer service skills and service recovery  
    
  Academic Background
* Milwaukee Area Technical College  
  Medical Assistant Certification 5/97
* Alverno College Milwaukee, WI   
  Bachelors in Science and Nursing 05/06
* Certified in Aesthetic Laser National Laser Institute 10/17
* Certified Medical Injector National Laser Institute 11/17

Professional Experience

July 2017 -Present

RN Clinical Coordinator - Procedural Discharge Unit

* Duties include: Provides effective direction, guidance, and leadership over the clinical staff for effective teamwork and motivation, and fosters the effective integration of efforts with hospital-wide initiatives. Instrumental in development of policies and procedures in newly formed PDU RNCC position. Maintains nursing and staff accountability through chart audits, coaching, counseling, written disciplinary actions, and providing regular performance feedback, yearly evaluations, and discussions interviewing and hiring new employees. Assisting in staffing when needed with patient care, oversee unit scheduling, , instituting education programs for newly acquired patient populations, development of orientation program, liaison between staff, management, and doctors. Demonstrating leadership by supporting staff in multiple changes throughout the past year. Ensure department equipment is working and at par levels for optimal patient experience. Make post-op phone calls to get feedback on patient experience and providing service recovery when needed. Active member of the Code Blue Committee.

April 1, 2017- May 31, 2017

Walnut Hill Medical Center ED

Staff nurse.

November 2012-Present  
PACU RN MDMC  
Duties include: assessment and implementing orders for critical patients during their phase I recovery stage.  
  
November 2011-November 2012  
Methodist Dallas Medical Center Dallas TX- Trauma Administration  
Duties include: Collecting data from patient charts for statistical trauma reports, educating staff on injury prevention, trauma processes, and skills, actively participated in trauma performance improvement programs, coordinated educational activities for health care professionals and the public, evaluated documentation for quality improvement, monitored transfers into the hospital and followed up with the transferring hospital, monitored clinical outcomes, served as a liaison between the trauma surgeons, administration, and the patients. Participated in case reviews, followed patients from pre hospital to discharge, worked with a multidisciplinary team to ensure quality care for trauma patients.  
  
  
October 2008-November 2011  
Methodist Charlton Medical Center Dallas, TX - ED  
Duties include: Served as one of the primary charge nurses, directed patient flow, ensured the adherence to hospital policy, procedures, and JCAHO regulations, discharge teaching and planning, actively participated in traumas, codes, critical care holding, major and minor procedures, interacted with multiple disciplines to ensure optimal patient outcomes, triaged using the ESI 5 level system, continuously worked with core measure patients following procedure to ensure best possible outcomes for the patients, precepted new nurses.  
  
July 2008-May 2009  
Supplemental Health Care Buffalo, NY  
Various travel nursing jobs in ER   
Duties: As referenced above without precepting or charge nurse duties.  
  
July 1998-July 2008  
Aurora Health Care Kenosha, WI  
Duties: Working in urgent care, family practice, and urology clinics as certified medical assistant. Worked in ER from 9/06 until 7/08 performing duties as referenced above without precepting or charge nurse duties, at a certified chest pain and certified stroke center.  
Certifications  
ACLS,BLS, PALS  
References  
Furnished upon request.