

Steven D. Sellner

Our Objective

Identification of key technical and organizational components which rewards innovation and improvement at the customer service level. I am seeking challenging and rewarding work as a Nanakuli Media Services Associate, which fully utilizes my considerable skills, training, education and experience.

Professional Accomplishments

Operational Coordination

- Identification, integration and preparation of operational and clinical tasks
- Developed, Implemented Analyzed, and modified project protocols, processes, and operating procedures, between Tripler Army Medical Center (TAMC), US Naval Hospital Guam, Yokosuka (USNHY), Okinawa (USNHO) and Brian Allgood Army Community Hospital (BAACH) Korea.
- Coordinated staff, facilities, and project communications
- Over all coordination of telehealth activities for medical and clinical staff, including VIP, venter visits, site visits and meetings
- Supported other members of the project management team with information critical for the success of the project; and acted as a point of contact for other departments
- Provided technical documentation including; a clear strategic plan, out-standing operational manual, detailed operational records and timely monthly progress reports
- Adopted venter software and training materials to formats familiar to medical and clinical personnel and conducted onsite project and software training sessions.
- Demonstrated skilled management of technological change using proven techniques for analysis of readiness for change; identification of critical design issues, integration of organizational and information systems, examination of critical leadership roles and negotiation of difficult political issues.
- Demonstrated working knowledge of clinical practice, medical terminology, and information technology capabilities.

Information Systems and Technology

- Intermediate knowledge of Microsoft networking systems including; planning, installation and troubleshooting of Microsoft Small Business, NT 4.0, Windows 2000 and Windows 2003 Servers
- Intermediate knowledge of Open Source networking systems including; planning, installation and troubleshooting of Red Hat Linux, Fedora Core and Free BSD
- Intermediate knowledge of design, planning and installation of ether net cabling
- Intermediate knowledge of design, planning and installation of wireless networks
- Expert knowledge of installation and configuration of Cisco 2800/2650 routers and 3550 switches
- Expert knowledge of assembly, configuration, installation, trouble shooting and repair of PC workstations

Clinical Research

- Assisted the principal investigator with goal setting and planning including project prioritization and definition of scope
- Planned, directed, controlled, and executed critical care and psychiatric clinical trials to ensure they fulfill the goals, objectives, budget, and schedule requirements/milestones of the Clinical Trials Department.
- Managed, coordinated, and oversaw practitioner, patient and family education plans to enable consumer personal treatment goals and satisfaction.

Clinical Practice

- Provided utilization review and case management services to health plan members. Reviewed and screened insurance pre-authorization requests for further processing.

- Provided field workers compensation case management to injured workers and their health care providers, employers, insurance companies, and other significant people involved in their recovery and return to work plans.
- Provided medication management and counseling of patients with psychiatric disorders.
- Designed and reviewed treatment and discharge plans.
- Dispensed medications and coordinated appropriate inpatient hospital care

Employment History

August 2014 - August 2018	Staff Nurse	Kahi Mohala Behavioral Health Ewa Beach, Hawaii
May 2003 – April 2013	TCCU Coordinator Tripler Army Medical Center	‘Oihana Lapa’au Inc. Honolulu, Hawaii
November 2000 – September 2002	Clinical Research Nurse	Queen’s Medical Center, Honolulu Hawaii
June 2000 – November 2000	Care Manager	Hawaii Biodyne, Honolulu, Hawaii
January 2000 – June 2000	Medical Case Manager	‘Oihana Lapa’au Inc, Honolulu, Hawaii
June 1999 – December 1999	Behavioral Health Case Manager	Kapi’olani Medical Specialists, Honolulu, Hawaii
August 1998 – June 1999	Medical Case Manager	Concentra Managed Care, Honolulu, Hawaii
December 1988 – August 1998	Staff Nurse/Psychiatric Assistant	Queen’s Medical Center, Honolulu, Hawaii
February 1985 – February 1989	Electronic Warfare Operator	United States Navy, Pearl Harbor, Hawaii

Education

June 1993	Associate Degree, Nursing	Kapi’olani Community College, Honolulu, Hawaii
June 1978	Bachelor of Arts, Sociology	St. Olaf College, Northfield, Minnesota

References

References are available on request.