

# Erin Arndt

Wellington, CO 80549

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Authorized to work in the US for any employer

## Work Experience

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### **Registered Nurse**

Rehab and Nursing Center of the Rockies - Fort Collins, CO

November 2019 to Present

As a staff RN I administer medications and treatments to long term care residents as well as rehab patients on our Skilled Nursing Unit. I work on the COVID unit when our facility has an active team outbreak and the quarantine unit to keep COVID out of our facility. I implement the POC through coordination, delegation and supervision of the healthcare team. I utilize my vast experience and skills to assess data and the patient and make judgement calls to care for the acute patient and long term patient all the while keeping the POC and common goals in mind. Chart using EMR software, Point Click Care. I am constantly aware that our facility is bound by Medicare, Medicaid and Colorado State regulation and strive to guide my patient care by evidence based practice while following said guidelines/regulations.

### **Nurse Manager, RN**

Northern Colorado Pain Management - Greeley, CO

November 2016 to November 2019

Manage Pre-Op, PACU, procedure room and clinic daily operations. Assisted in many different interventional pain management procedures, such as SNOB, ESI, MBB, RFA and other smaller injections like shoulder, knee and hip injections. I manage a team of 11 - 17 total employees, including 4 Physician Assistants (PA), 5 Medical Assistants (MA) and 2 Front Office Specialists. In this clinic we not only treated pain, but depression with IV Ketamine infusions, and addiction with Suboxone. I assisted patients in finding therapy services and groups to help complement their recovery process. In addition, I completed inventory, ordering, daily scheduling, for all staff including our Medical Director and Physician Assistants. Organized appointments for patients as well as Pharmaceutical and Medical Equipment Representatives. Also met with representatives to determine if their products would be good potentials for our clinicians to prescribe or use. I delegated and motivated on a daily basis. We primarily used MAC laptops in the clinic with Epic as our EMR and Phreesia for the check-in process. I stepped in when staff was out sick or just short staffed. I worked in the PACU, procedure room as well as pre-op where I started all peripheral IVs prior to procedure. I explained procedures to patients and prepped them for procedures. Made phone calls to patients pre and post procedure and helped to maintain the plan of care for each patient.

### **Tele-health Triage RN - Work at home**

Axis Point Health

March 2014 to January 2016

Processed incoming phone calls from patients while utilizing algorithms and triage process to give recommendation as to appropriate level of care. Used nursing knowledge to assess and identify

emergency situations. Using evidence based general medical information, answered medication, and general health and medical questions.

Registered Nurse

### **Acting Charge Nurse**

Medical Center of the Rockies Progressive Care Unit and Cardiac ICU - Loveland, CO

June 2010 to January 2014

Took floor assignment daily and created staffing assignments. Assisted physicians with all bedside procedures including Endoscopy, Colonoscopy, Central Line placement and more. Initiated and ran Code Blue events as needed. Leader to staff nurses as well as ancillary staff members. Performed daily duties that involved patient care delivery while utilizing best practices. Experienced with Epic, electronic health system, Microsoft Excel, Word and Power Point. Volunteered on monthly Pressure Ulcer Study Committee and acting member of the Employee Advisory Group.

### **Ward Clerk and Unit Assistant**

Poudre Valley Hospital - Fort Collins, CO

January 2007 to January 2010

Fort Collins, CO

Provided physical and clerical support to 28 bed, fast paced acute care unit. Excellent teamwork and communication skills. Train and orient new aides to the unit. Portrayed leadership skills to the unit's aid staff. Took VS, emptied drains, assisted patients with ambulation after surgery, changed simple dressings and communicated and worked closely with staff RNs.

## Education

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### **Master of Business Administration in Healthcare Management**

Western Governors University - UT

February 2019 to Present

### **Bachelors of Science in Nursing**

Western Governor's University - Salt Lake City, UT

2014

### **Associate's degree in Nursing**

Front Range Community College - Fort Collins, CO

May 2008 to May 2010

## Nursing Licenses

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### **RN**

Expires: September 2021

State: CO

## Skills

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- Extremely organized with attention to detail.

- Computer skills - EMRs, Microsoft Office, Adobe, Typing speed 60-70 wpm
- ACLS Certified, BLS Certified
- Experience starting IVs, running drips, inserting and discontinuing different drains and lines.
- Management and leadership experience.
- Motivated with excellent communication skills.
- ICU Experience
- Nurse Management
- Medication Administration
- Critical Care Experience
- Pain Management
- Laboratory Experience
- Triage
- Critical Care Experience
- Critical Care Experience
- Critical Care Experience
- Nursing
- Healthcare Management
- Epic
- EMR Systems
- Hospital Experience
- PTSD Care
- Medical Records
- Management
- Supervising experience

## Certifications and Licenses

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### **BLS Certification**

### **ACLS Certification**

## Assessments

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### **Medical terminology — Expert**

February 2021

Understanding and using medical terminology

Full results: [Expert](#)

### **Electronic health records: Best practices — Expert**

February 2021

Knowledge of EHR data, associated privacy regulations, and best practices for EHR use

Full results: [Expert](#)

## **Workplace safety — Expert**

March 2021

Using safe practices at work

Full results: [Expert](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

### **Additional Information**

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I am extremely organized, great at multi-tasking, have impeccable communication skills and am looking for an organization that will assist me in developing those skills. My background and experience as a Registered Nurse gives me the capability to think critically and outside the box, as well as the capability to utilize my problem solving skills. I always dedicate myself to the organization I work for and am not afraid to ask questions or admit when I am wrong. I have the ability to identify when I need outside help and have no problem seeking out resources to get the answers to my questions.