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| --- | --- |
| Name: | Irelee Montes |
| Phone: | +1 (312) 539-7028 |
| Email: | Ireleecruz@gmail.com |
| Location: | US-IL-Chicago-60707 () |
| Last Modified: | 9/26/2019 8:02:16 AM |

 Work History

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| Company Name: | Loyola University Medical Center | 04/14/2019 - Present |
| Job Title: | BSN, RN, Surgical Unit | |
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| Company Name: | AMITA Saint Joseph's Hospital | 09/14/2018 - 04/14/2019 |
| Job Title: | BSN, RN, Medical-Surgical | |
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| Company Name: | Syeda H Zahedi MD | 06/14/2008 - 09/14/2018 |
| Job Title: | Medical Receptionist | |
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 Education

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| School: | Resurrection University | Graduation Date: |  |
| Major: |  | | |
| Degree: | Bachelor's Degree | | |
| School: | Truman College | Graduation Date: |  |
| Major: |  | | |
| Degree: | Associate Degree | | |
| School: |  | Graduation Date: |  |
| Major: |  | | |
| Degree: | None | | |

 Additional Skills And Qualifications

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| --- | --- | --- | --- |
| Recent Job Title: | BSN,RN,Surgical Unit | Recent Wage: | 0 per |
| Security Clearance: | No |  |  |

 Desired Position

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| Desired Wage: | per | Desired Employment Type: |  |
| Desired Travel: |  | Desired commute: |  |
| Desired Relocation: | No | |  |

 Resume

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| Irelee Cruz-Montes, BSN, RN  2035 N 73rd Ct. \* Elmwood Park, IL 60707 \* (312) 539-7028 \* Ireleecruz@gmail.com PROFILE \* Dedicated registered nurse with experience in general-medicine and general-surgery and over ten-year medical receptionist experience \* Extensive understanding of Electronic Medical Records (EMR) such as Practice Fusion and EPIC while following HIPAA protocol \* Fluent in Spanish and proven success in caring for diverse patients \* Skills in strategizing and prioritizing to accomplish multiple tasks \* Able to remain calm under pressure, perform task quickly and efficiently, and make emergent decisions promptly \* Dedicated individual with a reputation of consistently going beyond requirements EDUCATION Bachelor of Science in Nursing, April 2018 Resurrection University, Chicago, IL Cumulative GPA, 3.50 Associates in General Studies, August 2016 Truman College, Chicago, IL  LICENSE &amp; CERTIFICATION NCLEX/ RN Licensure, August 2018- Current BLS; American Heart Association, April 2019-Current  PROFESSIONAL EXPERIENCE BSN, RN, Surgical Unit, Loyola University Medical Center, Maywood, IL 04/29/2019- Current  \* Assess, develops, implements and evaluates a plan of care through a multi-disciplinary care team by collaborating to achieve quality patient outcome \* Establishes a compassionate environment by providing emotional, psychological and spiritual support to patients, families and visitors \* Responds to code blues and implements life-saving measurement \* Competently handles emergency situations in a precise and professional manner \* Management of tracheal tubes, g-tubes, chest tubes, NG-tubes, wound care and insertion of catheters etc. \* Accurately interprets EKG strips and documents data; Responsible for patients with telemetry monitoring \* Skillful and precise in performing venipunctures and capillary punctures BSN, RN, Medical-Surgical, AMITA Saint Joseph's Hospital, Chicago, IL 09/17/2018- 04/22/2019  \* Dutifully manage caseload of up to 7 patients; providing education, treatment, and medication administration, including IV therapy and wound care \* Develop treatment plans for patients by thoughtful evaluation and accurate nursing diagnoses \* Assess signs and symptoms indicating changes in the patient's status and prioritize treatment \* Collaborate with interdisciplinary teams including: physicians, physicians' assistants, nurse practitioners, nursing assistants, physical therapists, occupational therapists, pharmacists, and social workers to provide quality patient care \* Educate patients and families regarding medications, procedures and treatments, in addition to providing preoperative and post-operative care instruction while maintaining a strong sense of empathy and confidentiality  Medical Receptionist, Syeda H Zahedi MD, Chicago, IL 06/2008-09/26/2018; RN 08/01/2019- Current  \* Obtained authorizations, pre-certifications and appeals for referrals and procedures while skillfully utilizing ICD-9, ICD-10, CPT Codes and following insurance guidelines  \* Provided referrals for patients eligible for assistance from community-based resources such as IBCCP for Low Income Women \* Trained and assisted with hiring process of new employees \* Translated in Spanish for patients and provided after care instructions \* Recorded patients' medical history, vital statistics, and administered vaccinations (after licensure was obtained) \* Proficiently utilized Electronic Medical Records (EMR) such as Practice Fusion and EPIC  AWARDS, MEMBERSHIPS AND AFFILIATIONS \* Sigma Theta Tau International Honor Society of Nursing, 2017- Current VOLUNTEER EXPERIENCE Saints Mary and Elizabeth Medical Center, 02/2018 \* Provided health screenings at the Heart Fest |