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| Name: |   Tonya Salisbury |
| Phone: |   (843) 518-0827 |
| Email: |   tonyasalis@gmail.com |
| Location: |   US-SC-Moncks Corner-29461 () |
| Last Modified: |   4/29/2019 4:59:29 AM |

 Work History

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| Company Name: |   MUSC: Pediatrics II, Children's Hospital 7B Telemetry, Institute of Psychiatry Trident: Level II Nursery; Encompass Heal | 01/01/2017 - Present |
| Job Title: |   ICU |
|  |
| Company Name: |   Cosmetic &amp; Surgical Dermatology | 03/01/2009 - 06/30/2010 |
| Job Title: |   Office Secretary |
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| Company Name: |   Edward J. Dennis, IV Attorney at Law | 05/01/2006 - 03/31/2008 |
| Job Title: |   Legal Secretary |
|  |
| Company Name: |   Roper St. Francis | 08/01/1998 - 05/01/2006 |
| Job Title: |   Lead Secretary |
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| Company Name: |   Trident Dermatology | 01/01/1996 - 08/01/1998 |
| Job Title: |   Receptionist/Secretary |
|  |

 Education

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| --- | --- | --- | --- |
| School: |    | Graduation Date: |  |
| Major: |    |
| Degree: |   Associate Degree |

 Additional Skills And Qualifications

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| Recent Job Title: |    null | 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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| Tonya F. Salisbury1317 Limetree LaneMoncks Corner, South Carolina 29461tonyasalis@gmail.com phone (843) 518-0827ObjectiveMy experience provides a solid foundation for interacting with patients from various age groups. Myobjective is to obtain a career as a Registered Nurse that will offer longevity and advancement. Iam compassionate with excellent leadership and strong interpersonal skills. Dedicated to providingquality care and evidence -based practice in order to achieve optimal success.Basic &amp; Advanced Skills\*\* Taking Vital Signs\* ASB duties\* Computer Documentation\* I &amp; O\* ADL's\* Patient hygiene\* Linen/bed changes and wound care\* Feeding and ambulation assist\* Patient transport\* Specimen collection and transport\* Tubes and drains\* Foley care\* Anti-embolic stockings\* ROM\* Restraints\* Postmortem care\* Telemetry\* 12 Lead EKG\* Sterile technique\* Chest tube maintenance\* Surgical prep\* Basic trach care\* Basic colostomy care\* EnemasEducationAssociate in Applied Science (RN) December 2018Trident Technical College, N. Charleston, SCProfessional LicensesRegistered Nurse - 248528Related Clinical Experience(January 2017-Current)MUSC: Pediatrics II, Children's Hospital 7BTelemetry, Institute of PsychiatryTrident: Level II NurseryRoper: PCU 2nd floor3rd floor St. LukeOncology floorICUEncompass Healthrehab nursingBrief description of clinical duties:\* Assisted the RN in medication administration, patient teaching, and treatments\* Collaborated with RN to clarify new observations, incomplete data, abnormal or unusual patientresponses\* Planned and reviewed care plans for assigned patients\* Assisted in controlling infection and disease control procedures\* Collected various samples from patients including blood and urine\* Assisted with daily care of patient to include ADL's\* Responsible for interpreting and analyzing data for different patients\* Observed and assisted with admissions, transfer and discharge of patients\* Maintain a record of patient intake and output and patients' vital signs\* Assisted with tracheotomy care and oxygen therapyWork History03/09-06/10 Cosmetic &amp; Surgical Dermatology Charleston, SCOffice Secretary\* Responsible for answering telephone, scheduling appointments for two providers, assistingpatients and physicians, entering insurance and patient information into system, postingprocedure and diagnosis codes, filing insurance claims, collecting payments and many other officeduties.05/06-03/08 Edward J. Dennis, IV Attorney at Law Goose Creek, SCLegal Secretary\* Responsible for answering multi-line telephone system, greeting and assisting clients, managingattorney schedule, preparation of legal documents/correspondence, court preparation, and maintainfiling.08/98-05/06 Roper St. Francis Moncks Corner, SCLead Secretary\* Responsible for filing insurance claims, answering telephone, scheduling appointments, filemaintenance, checking patients in/out, patient care, prepare monthly schedules for 34 physiciansand employees, and maintaining supply inventory.01/96-08/98 Trident Dermatology Charleston, SCReceptionist/Secretary\* Responsible for answering telephone, scheduling appointments, filing, checking patients in/out,posting diagnosis and procedure codes, lab assistance, invoicing billing statements and checkrefunds, and verification of insurance coverage.Certifications:ELNEC- Endof -life Nursing Education Consortium- Advanced Palliative CareBLS- Basic Life Support |