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| --- | --- |
| Name: |   Jean Mcdonald |
| Phone: |   847-336-2713 |
| Email: |   jeanmcd1991@yahoo.com |
| Location: |   US-IL-Old Mill Creek-60083 () |
| Last Modified: |   9/10/2019 8:49:02 AM |

 Work History

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| --- | --- | --- |
| Company Name: |   North Sheridan Family Medicine Inc. | 08/01/1991 - Present |
| Job Title: |   Nurse, Office Manager and Accounting and Billing Manager |
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| Company Name: |   American Home Healthcare | 05/01/2005 - Present |
| Job Title: |   Registered Nurse |
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| Company Name: |   Male Sexual Dysfunction Institute | 09/01/1987 - 05/31/1992 |
| Job Title: |    |
|  |
| Company Name: |   Dr. William Reotutar | 01/01/1981 - 12/31/1984 |
| Job Title: |    |
|  |
| Company Name: |   Victory Memorial Hospital | 01/01/1978 - 01/01/1981 |
| Job Title: |   Emergency Room |
|  |
| Company Name: |   St. Francis Hospital | 01/01/1974 - 01/01/1978 |
| Job Title: |    |
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 Additional Skills And Qualifications

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| --- | --- | --- | --- |
| Recent Job Title: |    Nurse,Office Manager and Accounting and Billing Manager | 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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| Jean McDonald, R.N.14673 Foxglove Lane Wadsworth, IL 60083 847-336-2713 jeanmcd1991@yahoo.com\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_OBJECTIVETo work as a Nurse in the field of QI Outreach, Family Practice medicine, Home Health medical care, IndustrialEmergency medical care, Pre- employment physical clinic, Male Sexual Dysfunction clinic, Critical and Emergency Roomservices.STRENGTHS Excellent administrative and financial skills in managing the of operations of a medical practice - (two thousand(2,000) active patients) Extensive billing proficiency with Medicare plans, secondary insurance carriers, PPO's HMO's and Medicaid,accounts payable, receivable and payroll. Adept in working with managed care companies for Quality Care initiative's including diabetes, blood pressure,BMI, hypertension, colorectal cancer screening, obesity and cardiac care. Compassionate and understanding of patient needs; great crisis management skills.LICENSUREPresently hold active registered nurse license in the states of Illinois, Wisconsin and Michigan.PROFESSIONAL EXPERIENCENorth Sheridan Family Medicine Inc., 396 Temple, Highland Park, ILNurse, Office Manager and Accounting and Billing ManagerAugust 1991 to PresentResponsibilities Responsible for running a competent and cost-effective clinic operation. Responsible for being the main point of contact for patients and contributing to the provision of the high standardsof patient care, coordinating with consultants and other healthcare specialists, recording the condition of patients,assisting with tests and evaluations.Duties Telephone triage, vital signs, venous draw, electrocardiograms, nursing patient assessments, maintain and monitormedical records, immunization clinics, emergency assessments and first aid, suture removal, burn and skin wounddressing, pulmonary nebulizer treatments and daily prescription refills.American Home Healthcare 1660 N Farnsworth Ave, #3, Aurora, IL 60505Registered NurseMay 2005 to PresentResponsibilitiesRegistered Nurse working with acute care, high-risk children and adults in a home health setting.Duties Vital signs, nursing assessments, pulse oximetry, CPAP, GT, GJT, tracheostomy tubes, parental feedings, chestpercussion, wound assessment's and dressings, ventilators, physician orders, safety measures, medicationadministration with oral, parental, intravenous intramuscular and subcutaneous routes, injections, endotrachealsuctioning, injections, IM and subcutaneous.PROFESSIONAL EXPERIENCEMale Sexual Dysfunction Institute, Chicago, Il Dr. Sheldon Burman,September 1987-May 1992Dr. William Reotutar, Division St, Chicago, IL Industrial Clinic, Emergency Medical services1981-1984Victory Memorial Hospital, Waukegan, IL Emergency Room1978-1981St. Francis Hospital, Escanaba, MI, ER, Critical Care,1974-1978PROFESSIONAL ENRICHMENTRecently completed education in documentation, nursing practice standards /liabilities and current CPR certification.OTHER SKILLS Proficient in Epic, Kantine and Centricity computer systems. |