Sarah (Sam) McClune

[sarahconway02@gmail.com](mailto:sarahconway02@gmail.com)

<https://www.linkedin.com/in/sarah-sam-mcclune-39765923/>

Critical Care Registered Nurse

Kingston Springs, Tennessee, United StatesHospital & Health Care

Previous positions

Critical Care Registered Nurse at HealthTrust Workforce Solutions

Emergency Room Nurse at Vanderbilt University Medical Center

Education

Harvard Extension School, Strategic Management Certificate ,

Summary

Organized and compassionate critical care nurse with experience in ICU, ER, and Perioperative settings since completing a Bachelor of Science in Nursing in 2014. Also, a background in paralegal work including reviewing, summarizing and preparing documentation for discovery submissions, court filings, court hearings, depositions, arbitrations and trials.

• Offer key strengths/skills in areas including:

- ICU Patient Management - ER Patient Management - Preoperative Admissions - Post Anesthesia Care - CRRT Bedside Therapy - Skin Grafts - Post Plastic Surgery Care - Rapid Response - Bio-Medical Equipment - Medication Management - Preceptor - Team Player - Leadership Skills - Patient Education - Self-Motivated Strong Work Ethic - Critical Thinking - Partial Remote Work Experience - Educator - Office Management

• Strong interpersonal and communication skills. Dedicated work ethic supported by the willingness to learn and adapt to new healthcare environments, procedures, software (Sorian, StarPanel, HED, Epic, Meditech, MEDHOST, Paragon), and advances in medical technology. Skills in Word, PowerPoint, Excel, Outlook, and videoconferencing software.

Experience

Critical Care Nurse

Fusion Medical Staffing

June 2019 – Present(7 months)

Critical Care Registered Nurse

TriStar Centennial Medical Center

April 2018 – Present(1 year 9 months)Nashville, TN

PACU and Preoperative

Critical Care Registered Nurse

HealthTrust Workforce Solutions

August 2016 – April 2018(1 year 8 months)Greater Nashville Area, TN

Per Diem and Travel ICU

Emergency Room Nurse

Vanderbilt University Medical Center

January 2017 – March 2018(1 year 2 months)Nashville, TN

Adult Emergency Room

Critical Care Registered Nurse

Aya Healthcare

February 2016 – July 2016(5 months)Greater Nashville Area, TN

Travel ICU

Burn Critical Care Registered Nurse

Regional One Health

January 2015 – February 2016(1 year 1 month)Memphis, TN

Firefighters Burn Center

Administration Manger & Executive Assistant

John Lane & Associates

April 2011 – August 2013(2 years 4 months)San Antonio, Texas Area

- Provided leadership and vision in working with the President to create long range plans and presented regular evaluations and progress reports on firm goals.

- Provided high-level administrative support by conducting research, preparing reports & financial data, handling information requests, and performing clerical functions.

- Trained and supervised paralegals, legal assistants, and clerical staff.

- Provided paralegal/legal assistant work including reviewing, summarizing and preparing documentation for discovery submissions, court filings, court hearings, depositions, arbitrations and trials.

- Managed customer relations and office work load and case assignments.

- Handled the management of IT vendor services to the firm.

Nationally PTCB Certified Pharmacy Technician & Inventory Specialist

CVS Pharmacy

September 2010 – March 2011(6 months)Ruckersville, VA

• Gained knowledge, education, and experience regarding the side effects and contraindications of medications as well as their effects on the disease process.

• Assisted pharmacists with daily operations, including filling, labeling, and distributing prescriptions and providing customer service in person and over the phone.

• Verified prescriptions for accuracy and completeness when counting pharmaceutical drugs and medications.

• Interacted daily with insurance companies and physician practices or nurses to clarify prescription information.

• Contacted patients to discuss issues related to insurance benefits including non-covered medications, drug substitutions required by insurance formularies, or co-payments or financial obligations for their prescriptions.

Teaching Assistant

The University of Texas at Austin

August 2009 – May 2010(9 months)Austin, Texas Area

Graduate Research Assistant

The University of Texas at Austin

June 2009 – December 2009(6 months)Austin, Texas Area

Education

Harvard Extension School

Strategic Management Certificate

2018 – 2021

Harvard Extension School

A graduate level program focused on helping professionals develop and enhance their understanding of business management in a global economy.

Union University

Bachelor's Degree, Registered Nursing/Registered Nurse

2013 – 2014

Union University

Activities and Societies

• Nursing Class Information Technology Officer 2014

• American Nurses Association Member 2014

The University of Texas at Austin

Graduate Student, Inorganic Chemistry

2009 – 2009

The University of Texas at Austin

Graduate Studies

Union University

Bachelor's Degree, Chemistry

2005 – 2009

Union University

Harvard Extension School

Certificate, Strategic Management

2018

Harvard Extension School

Working to build a foundational knowledge in business and management principles.

Skills & Expertise

Leadership

Data Analysis

Strategic Planning

Nursing

Nonprofits

Microsoft Excel

Public Speaking

Microsoft Office

Budgets

Customer Service

PowerPoint

Research

Editing

Contract Negotiation

Team Building

Legal Writing

Healthcare

Microsoft Word

Excel

Word

Volunteer Experience & Causes

Causes Sarah (Sam) cares about:

Animal Welfare

Arts and Culture

Children

Civil Rights and Social Action

Disaster and Humanitarian Relief

Economic Empowerment

Education

Environment

Health

Human Rights

Politics

Poverty Alleviation

Science and Technology

Social Services