Daniel Prutz, BSN, RN

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Registered Nurse

Rockford, Illinois, United StatesHospital & Health Care

Previous positions

Accounting/Finance-Customer Support Specialist at Columbia Pipe & Supply Co.

Quality Assurance Clinical Nursing Coordinator at Network Medical Review/Exam Works

Education

University of Illinois at Chicago, BSN, Nursing

Background

Summary

Registered Nurse with a preference for, but not limited to, Holistic and Behavioral/Mental Healthcare in both inpatient and outpatient settings. I also enjoy working as a school nurse and assisted living facilities.

Integrity, attention to detail, team building, critical thinking, and problem solving are some of the core values that have driven my success. The diversity that has accompanied my previous work experience in administrative support, customer service, manufacturing, and distribution have also proven to be invaluable in relating with colleagues and patients at all levels of many organizations. Undergraduate collegiate studies concentrated in Nursing Sciences, Psychology, Business, and Political Science.

Experience

Registered Nurse

Maxim Healthcare Services

August 2018 – Present(1 year 6 months)Rockford, Illinois Area

Staffed Registered Nurse for facilities across multiple environments:

\*School Nurse: triage and treat the healthcare needs of students and staff in fast paced settings for various elementary schools, middle schools, and high schools. Responsibilities include responding to emergencies, evaluating/treating injuries and illnesses, passing medications, administering scheduled treatments, educating students and staff, resolving healthcare concerns with parents, collaborating and following through with Individualized Educational Plans for students with special needs, and documenting interventions in an electronic health record.

\*Charge Registered Nurse for an assisted living facility: manage a team of Certified Nursing Assistants and Caregivers, assess residents' healthcare needs while passing medications, responding to and treating emergencies, obtaining physician orders and updating the Medication Administration Record, and collaborating with the Director of Nursing for continuous improvements.

\*Staff Registered Nurse in various long-term care facilities: pass medications and administer treatments, assess for changes in healthcare and intervening accordingly, reporting imminent concerns to charge nurse, and charting in various electronic healthcare records.

Accounting/Finance-Customer Support Specialist

Columbia Pipe & Supply Co.

January 2017 – June 2018(1 year 5 months)Rockford, Illinois Area

\*Facilitated administrative/accounting aspects of non-stock warehouse returns with Sales, Purchasing, and Warehouse Operations.

\*Utilized Oracle-J.D. Edwards EnterpriseOne, financial management software and various help desk ticketing systems.

\*Answered incoming phone calls for the Accounts Receivables queue and addressed questions/concerns.

\*Created Credit Memos and revised Invoices as needed.

\*Created Submittals and Operation & Maintenance Manuals for contracting engineers.

\*Filled in for Receptionist position, utilizing a 6-line switchboard as needed.

Quality Assurance Clinical Nursing Coordinator

Network Medical Review/Exam Works

September 2015 – February 2016(5 months)Rockford, Illinois

\* Audited physician reports for errors and quality metrics in short-term disability claims in various disciplines including orthopedic, cardiovascular, neurology, psychiatric, obstetrics, and general practice as an independent review organization.

\* Facilitated resolution of errors in disability-determination reports with support staff and physicians.

\* Edited reports for consistency and client's expectations within the scope of physicians’ determinations.

Registered Nurse

AspenPointe

January 2015 – August 2015(7 months)Colorado Springs, Colorado

\* Triaged outpatient clients and made appropriate referrals as needed.

\* Reported off to psychiatrist/prescriber prior to appointments.

\* Answered inbound calls for prescribers and addressed clients’ concerns.

\* Refilled and called in medications per protocol and clients’ needs.

\* Educated clients regarding healthcare needs.

Registered Nurse

Milestone, Inc.

July 2014 – August 2014(1 month)Rockford

\* Provided nursing care for developmentally and physically disabled adults.

\* Performed ongoing assessments and charted accordingly.

\* Passed oral medications and gastrostomy tube medications.

\* Administered treatments as prescribed.

\* Performed CPR and coordinated patient discharges to hospitals as needed.

Charge Psychiatric Registered Nurse

Cedar Springs Hospital/Universal Health Services

January 2012 – July 2013(1 year 6 months)Colorado Springs, Colorado

\* Managed treatment with a team of Psychiatrists, Primary Care Physicians, Therapists, Licensed Practical Nurses and Mental Health Technicians on various units including acute adult, acute child, acute military, residential child, and chemical dependency.

\* Performed ongoing psychiatric assessments and obtained physician orders as needed.

\* Admitted, discharged, and transferred patients per protocol.

\* Paper charting of admissions, discharges, patient status changes, incident reports, and medication administration.

Tier III-Technical Support Specialist

T-Mobile USA

October 2010 – October 2011(1 year)Colorado Springs, Colorado

• Troubleshoot smart phones and related cellular service, network issues.

• Completed engineering work order requests and replace devices as needed.

• Assisted with general customer service issues regarding customer accounts.

• Notated relevant data around customer issues/resolution.

• Initiated coaching and team building activities as needed.

Sales Associate/Cashier

Dick's Sporting Goods

September 2009 – October 2010(1 year 1 month)Colorado Springs, Colorado Area

\* Sales/retailing in fitness and cycling departments; assembled and repaired bicycles.

\*Assisted with cashier and general customer service as needed.

Director of Legislation

Student Nurse's Association of Illinois

November 2008 – October 2009(11 months)Illinois

\* Served on the board of the Student Nurse's Association of Illinois attending monthly meetings.

\* Authored a Resolution that was adopted during the 2009 annual convention in support of a positional stance: "Health Insurance Reform with a Public Option."

\* Spoke at the national convention towards several policy stances in the House of Delegates.

President of UIC chapter of Student Nurse's Association

University of Illinois at Chicago

August 2008 – May 2009(9 months)Chicago, Illinois

\* Led the board of the UIC chapter of the Student Nurse's Association.

\* Crafted a website to transmit and archive the organization's mission and directives to promote involvement.

\* Organized a health themed fundraiser and volunteering efforts at a local soup kitchen.

\* Spoke at the national convention towards several policy stances in the House of Delegates.

Certified Nursing Assistant

Riverbluff Nursing Home

May 2006 – August 2008(2 years 3 months)Rockford, Illinois Area

\* Assisted residents with activities of daily living: hygiene, incontinence care, ambulation, meals, and activities.

\* Administered active/passive range of motion exercises to extremities.

\* Assisted nurses with vital signs, tube feedings, dressing changes, and other tasks as needed.

Class A Hydraulic Technician

SPX Fluid Power

March 2001 – December 2003(2 years 9 months)Rockford, Illinois Area

\* Assembled/wired high-end hydraulic pumps per blueprints/schematics for several different product lines with build times varying between 4-12 hours/unit.

\* Tested, diagnosed, and repaired hydraulic pumps.

\* Cross-referenced bill of materials with blueprints to identify discrepancies to submit engineering changes.

Powder Coat Technician/Assembler

Bergstrom Climate Systems

June 2000 – March 2001(9 months)Rockford, Illinois Area

\* Performed all aspects of a powder coat line including powder coating, prepping powder coat booth for color changes, loading and unloading parts on line hooks, and distributing products to appropriate departments.

\* Assembled HVAC units for Navistar per blueprints, tested and packaged units.

Distribution Specialist

PACCAR Parts

October 1998 – June 2000(1 year 8 months)Rockford, Illinois Area

\* Operated a lift truck, forklift, turn-stock picker, and Hydra-Handler battery changer for warehouse operations.

\* Picked and stocked Kenworth/Peterbilt parts, packaged parts, and performed inventory maintenance.

Education

University of Illinois at Chicago

BSN, Nursing

2006 – 2009

University of Illinois at Chicago

University of Illinois Alumni Association: UIC Student Leadership Award, 2009. Student Nurses Association Professionalism Award, 2009.

Activities and Societies

Director of Legislation in the Student Nurses Association of Illinois, President in the Student Nurses Association chapter of the University of Illinois at Chicago

Stillman Valley

Languages

English

Skills & Expertise

Epic Systems

Cpr Certified

Leadership

Medical Records

Healthcare Management

Nursing

Medical Terminology

Hospitals

HIPAA

Policy

Software Documentation

Clinical Research

EHR

Customer Service

Treatment

Troubleshooting

Technical Support

Healthcare Information Technology

Networking

EMR

Healthcare

Mental Health

Patient Advocacy

Psychiatry

Certifications

Registered Nurse

Illinois, License

Registered Nurse

Colorado, License

Volunteer Experience & Causes

Causes Daniel cares about:

Children

Civil Rights and Social Action

Disaster and Humanitarian Relief

Economic Empowerment

Education

Environment

Health

Human Rights

Politics

Science and Technology

Social Services