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| KAILA LEE  73 Creighton Ct Martinsburg, WV 25404  3046681366  kaisherm2011@gmail.com |
| To obtain the position of Director of Nursing and use my skills and abilities to positively contribute to the team. |

# Experience

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| February 2018 – currentmds/qapi manager, The village at orchard ridge Carry out the RAI and care plan process accurately and timely. Initiation and maintenance of the care plan. Wound documentation. Quality improvement. Infection control. Inputting of diagnosis codes. Review and approve admissions. Act as DON when needed. |
| March 2016 – February 2018MDS coordinator, E. A. hawse nursing and rehabilitation Carry out the RAI and care plan process accurately and timely. Initiation and maintenance of the care plan. Maintenance of tracking sheets. Diagnosis code inputting. |

# Education

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| 2014 decemeberbachelor of sceince in nursing, shepherd university |
| graduated with honors and a member of the nursing honor society |

# Skills

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| * Effective communication * Effective time management * Able to work autonomously * Team player * Adaptable | * Reliable * Able to multitask * Self-motivating * Personable * Handles workplace stress |

# Additional information

# PROFICIENT WITH POINT CLICK CARE AND REHAB OPTIMA

# WILLING AND ABLE TO LEARN NEW SYSTEMS

# Resident assessment coordinator certification obtained June 1, 2019.