

# Alison Kruse-Bowman

DeForest, WI 53532

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(708) 717-6783

Wisconsin RN License No. 252663.30 - expires 02/2022

Illinois RN License No. 041.435021 - expires 05/2022

Baccalaureate registered nurse with extensive healthcare experience and a passion to care for others. Proven ability to collaborate and communicate with other members of the healthcare team and care for patients in order to get patient-oriented results; ability to critically think, problem-solve, and make decisions when caring for diverse populations in the healthcare setting; strong capacity for leading and working on a team in order to improve patient outcomes, all as demonstrated by previous experiences in multiple healthcare settings. Proficient in healthcare informatics including EPIC, Microsoft Office applications including Outlook, Word, Excel, PowerPoint and Publisher; and the internet.

Authorized to work in the US for any employer

## Work Experience

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### **Nurse Navigator - Surgical Preadmission Center**

OSF ST. ANTHONY MEDICAL CENTER - Rockford, IL

August 2017 to December 2019

Responsibilities:

- Completed surgical preadmission interviews with patients and families prior to surgery
- Coordinated pre-admission testing in accordance with anesthesia guidelines to optimize patient for surgery
- Educated patients and families on pre-operative instructions and surgical process
- Facilitated communication and follow-up with all patient care providers to ensure that patient is appropriate for surgery
- Exceeded daily productivity requirements, completed all documentation accurately and in a timely manner

### **Pre-Operative Registered Nurse - Ambulatory Surgery Center**

OSF St. Anthony's Medical Center - Rockford, IL

August 2017 to December 2019

Pre-Operative Registered Nurse - Ambulatory Surgery Center

- Assessed patients prior to surgery to ensure that the patient is fit to undergo surgery
- Educated patients and families on the surgical process and obtained consents
- Initiated IV start and administer ordered pre-operative medications, completed day of surgery testing, including PCR testing, as needed
- Communicated with surgeon and anesthesia providers regarding patient status in order to optimize patient for surgery
- Completed all documentation accurately and in a timely manner

## **Registered Nurse - Phone Triage, Internal Medicine & Family Practice**

DUPAGE MEDICAL GROUP - Downers Grove, IL

May 2016 to February 2017

Responsibilities:

- Provided telephone assessment and triage of patient needs in accordance with established protocols for 20 practices
- Directed patients to appropriate level of care based on triage assessment
- Refilled prescriptions, relayed lab results, and responded to patient MyChart messages in a timely manner
- Collaborated with physicians to develop patient-centered plans of care resulting in optimal patient outcomes
- Exceeded daily productivity requirements, Trained new hire RNs on EPIC and departmental protocols

## **Staff Nurse I, Progressive Care Unit**

LOYOLA UNIVERSITY MEDICAL CENTER - Maywood, IL

February 2016 to April 2016

Responsibilities:

- Provided excellent nursing care to neurology and medical ICU step-down patients
- Collaborated with physicians, patients, families, and members of the interdisciplinary team to develop patient-centered plans of care resulting in optimal patient outcomes
- Assessed patients and administered prescribed treatments for stabilization, advocated on patient's behalf for additional interventions as needed
- Recipient of Magis Star for service excellence.

## **Staff Nurse, Lombard Internal Medicine/Pediatrics**

DUPAGE MEDICAL GROUP - Downers Grove, IL

September 2015 to January 2016

Responsibilities:

- Provided excellent nursing care to internal medicine and pediatric patients in an outpatient setting
- Prioritized and responded to all patient and physician needs in a timely, efficient, and professional manner
- Collaborated with physicians, patients and families to develop patient-centered plans of care resulting in optimal patient outcomes
- Assessed patients and administered prescribed treatments, immunizations, injections & medications; advocated on patient's behalf for additional interventions and outside resources as needed

Prescription Refill Nurse

Responsibilities:

- Prioritize and respond to incoming pharmacy and patient refill requests
- Review, authorize &/or deny provider ordered prescriptions based on established protocols
- Communicate patient needs to healthcare providers efficiently, timely, and concisely
- Collaborate with other members of the interdisciplinary team to deliver seamless patient care
- Maintain accurate and detailed documentation of encounters in patient record

## **Director of Admissions & Case Management**

MARIANJOY REHABILITATION HOSPITAL - Wheaton, IL

December 2008 to May 2013

Responsible for the operational and administrative management of the Admissions and Case Management Department for 127 bed Inpatient Rehabilitation Hospital, including:

- Referral Management and Marketing: Collaborated with the nursing liaison and marketing teams to plan, direct, and lead admission processes and staffing to ensure that strong relationships and open communication with associates and physicians at referring hospitals are consistently maintained and that referral and admission processes are seamless, timely, and efficient.
- Case Management and Utilization Review: Collaborated with case management and interdisciplinary teams to plan, direct, and lead processes for systems that provide for a smooth transition of patients to home or another level of care with use of available patient and healthcare system resources.
- Administrative Operations: Member of the Senior Leadership Team and provided consistent leadership, tools, and advocacy in problem solving and resolution to allow staff to work at their highest level and promote an environment of teamwork both departmentally and hospital-wide.
- Accomplishments:
  - Developed monthly admission target assignments and territory re-structuring for Clinical Referral Liaisons resulting in budgeted monthly census being met or exceeded with overall operational revenue gain rather than a budgeted loss for three consecutive fiscal years in a row
  - Implemented "Fast Track" process for managed care payers resulting in decreased turnaround time for admission approval from 72 hours to under 4 hours
  - Increased level of care transfer rate from 20% to 30% resulting in improved continuity of patient care and utilization of Marianjoy programs and services
  - Staffed Admissions Department with Clinical Referral Liaisons and Patient Access Representatives for 100% of all weekends and holidays resulting in a 25% increase of referrals and census stabilization over the weekends and holidays.
  - Improved CMG length of stay to +/- 1 day resulting in budgeted monthly length of stay being met or exceeded and a 75% decrease in Medicare penalties.

### **Manager, Marianjoy Staffing Systems**

MARIANJOY REHABILITATION HOSPITAL - Wheaton, IL  
September 2008 to December 2008

Responsible for the development and maintenance of a proactive staffing system, including 110 multi-disciplinary associates, which allocates patient care to staff at all sites and levels of care in collaboration with site-based leadership:

- Reviewed all requests for MSS staff and records disposition, coordinated assignments and allocation of costs
- Coordinated optimal allocation of patient care staff to all sites while balancing customer needs with staff availability and total available resources; coordinated weekend staffing needs for inpatient and sub acute sites
- Communicated assignments to MSS staff and distributed weekly staffing grid to all sites in a timely manner;
- Processed payroll, participated in the hiring process, facilitated new employee orientation, prepared annual budget

### **Admissions Director**

Providence Life Services - Palos Heights, IL

February 2005 to September 2008

Responsible for management of the admission and administrative process for a 193 bed skilled nursing facility, including:

- Developed and implemented marketing strategies to increase census, business relations, resident referrals and promote continuum of care; Developed and maintained working relationships with competitors for referral and market analysis purposes; Assisted in program planning and development
- Reviewed admission department operations to ensure compliance with applicable regulatory standards; Collaborated with clinical assessment coordinator to evaluate patient medical histories and diagnoses to determine appropriate admission candidates; Coordinated and communicated patient plans of care with physician, nursing staff and case managers; Assessed and evaluated risk of potential patients; Confirmed that all insurance benefits of incoming residents meet the standards of admission; Educated patients, families and staff on different payer sources
- Management responsibilities supervising weekend operations; Conducted tours for potential residents and their families; Provided excellent customer service to all potential families, residents and referring physicians, agencies and social workers; Educated and trained staff on the admission process

Accomplishments:

- Increased Medicare beds from 40 to 75+ resulting in an increased Medicare census of 45%
- Developed and sustained relationships with physicians and social workers to increase referral base by 30%
- Indirect management of multiple departments resulting in a streamlined admission process
- Assist with IDPH and JCAHO surveys ensuring that facility is in regulatory compliance
- Consistently maintained census at or above budget resulting in monthly revenues in excess of \$1 million

### **Office Coordinator/Admissions Coordinator**

Providence Life Services - Marianjoy Therapy Program - Palos Heights, IL

June 2002 to February 2005

Responsibilities:

- Collaborated with clinical assessment coordinator to evaluate residents upon admission; Reviewed patient medical histories and diagnoses to determine appropriate admission candidates; Managed and coordinated plans of care with physicians, therapy teams, and nursing personnel department

## Education

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### **Bachelor's of Science in Nursing**

Lewis University - Romeoville, IL

2015

### **Master's of Healthcare Administration in Health Services Management**

Governor's State University - University Park, IL

2008

### **Bachelor's of Science in Community Health**

University of Illinois at Urbana-Champaign - Urbana, IL

2001

## Nursing Licenses

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### **RN**

Expires: February 2022

State: WI

### **RN**

Expires: May 2022

State: IL

## Skills

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- Triage
- Nursing
- Senior Leadership
- Managed Care
- Perioperative Nursing
- Epic
- Ambulatory Surgery
- Case Management
- Experience Administering Injections
- Market Analysis
- EMR Systems

## Certifications and Licenses

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### **BLS for Healthcare Providers**

August 2020 to August 2022

### **Advanced Cardiovascular Life Support (ACLS)**

August 2020 to August 2022

### **PALS**

August 2019 to August 2021