

Angela Covey

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Authorized to work in the US for any employer

Work Experience

Clinic LPN

St.Croix Regional Medical Center - Saint Croix Falls, WI
September 2017 to Present

- Full time employment working in Urology, General Surgery, Rheumatology Specialty Clinics and Family Practice
- Work alongside providers, other staff and departments to provide care to patients in different clinic settings
- Care for patients: applying AIDET, treating them with dignity, compassion, respect and privacy
- Set up sterile trays/fields, assist provider in sterile and non sterile procedures and processing equipment
- Perform treatments, injections, immunizations, medication administration and services ordered by providers
- Answer phones, schedule appointments, create and send letters via MyChart and mail
- Follow policies for patient and worker safety.
- Daily use of Electronic Medical Record including chart update and online messaging with patients.
- Stay current with employee communications, emails and attend meetings
- Order supplies, rotating supplies and checking expiration dates
- Organize time and daily duties to be efficient and time responsible
- Attention to details in charting, treatments and communication
- Adaptations to changing environment in medical field and pandemic
- Prepare patients for Telemedicine visits

Clinical Assistant

Allina Health - Forest Lake, MN
April 2016 to September 2017

- Full time employment in a Family Practice clinic
- Work alongside providers and other staff to provide clinic based care to patients
- Room patients efficiently collecting vital signs, updating pertinent information within EMR from patient for provider
- Answering phones, schedule appointments, organization of time and daily duties efficiently and timely
- Attention to details in charting, treatments, immunizations and injections and communication
- Daily use of Electronic Medical Record, including updating record and online messages with patients
- Stay current with communications and emails. Attend meetings
- Scribe for provider; including placing orders, taking notes quickly and efficiently within EMR and patients plan

Health and Wellness Coach

Beachbody Coach - Cushing, WI

January 2015 to May 2017

- Online part time coaching
- Create online health and exercise accountability groups.
- Provide support, motivation and encouragement one on one and in online group settings.
- Continual learning on subjects of health, nutrition, exercise and social media platforms.
- Outreach to current and potential clients.
- Organization of clients preferences, programs and communication styles

Clinic Nurse, Phone Nurse and Station Coordinator

Burnett Medical Center - Grantsburg, WI

September 2008 to April 2016

- Full time employment in multiple settings
- Work alongside providers and other staff to coordinate and provide patient care in a Family Practice setting
- Care for patients: treating them with compassion, respect and dignity and follow HIPPA guidelines
- Assisting providers with placing orders
- Immunizations, injections and medication administration as ordered by provider
- Answering phones, schedule appointments, organization of time and daily duties.
- Attention to details in charting, treatments and communication
- Create phone messages from patient calls
- Processing paperwork and faxes to appropriate staff
- Daily use of Electronic Medical Record, including updating chart and online messages with patients
- Stay current with communications and emails. Attend meetings
- Processed Prior Authorizations and assisted patients with Patient Assistance Programs
- Implemented processes for smoother workflows.
- Super user for two EMR system implementations.
- Volunteered for: Student Athletic Physicals 2014, BMC sponsored 5K 2014, One of our Best Committee 2015.

LPN

Outlook Clinic - North Branch, MN

1998 to 2008

- Part time/ 3 days a week
- Work in a team setting in multiple locations alongside providers and staff to provide care to patients at low cost non profit clinic
- Care for patients: rooming patients promptly for privacy; treating them with compassion, respect and dignity
- Front desk: answering phones, schedule appointments, check patients in for appointments, paper chart organization and collecting payments
- Attention to details in charting, treatments and communication
- Lab specimen collections: blood draws, finger pokes and urinalysis

LPN

Private Duty Nursing - Polk County, WI

2000 to 2003

- Full time employment

- In home patient care providing ADL's, exercise, entertainment and follow treatment plans.
- Assessed and documented patient progress, vital signs, intake and output.
- Provided G-Tube feedings and care.
- Tracheostomy care and suctioning.

Education

Certificate in Personal Trainer

NASM - Remote

2020

License in LPN

St. Cloud/Pine Technical College - Pine City, MN

1998

Skills

- Nursing
- EMR Systems
- Medication Administration
- Experience Administering Injections
- Medical Office Experience
- Tube Feeding
- Laboratory Experience
- Vital Signs
- Medical Records

Certifications and Licenses

BLS for Healthcare Providers (CPR and AED)

LPN

Certified Personal Trainer

2020

Additional Information

- Attention to detail. Organized. Focused.
- Use time and resources efficiently.
- Ability to work independently and with others.
- Use and navigate resources as needed.
- Customer service oriented.
- Delegate duties, ask for help when needed, organize multiple assignments

- Hard working and driven.