**Lisa Voda**

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**Felician Village Manitowoc, WI**

***Director of Assisted Living for the RCAC and CBRF October 2014-July 2021***

* Demonstrates effective communication
* Ensures outstanding attention to detail in residents' care and well being.
* Ability to developed family and resident relationships to assist in appropriate placement into the assisted living community
* Ensures compliance of RCAC and CBRF state regulations
* Provides exceptional customer service
* QI Program and Ethics Committee involvement
* Ensure positive engagement of residents, family, friends, and team members by maintaining a positive, open-door atmosphere.
* Directly responsible for hiring, training, and supervising a team.
* Responsible for developing budget and meeting the budget requirements
* Develops relationships with community referral sources

***RN Clinical Coordinator for the RCAC and CBRF January 2013-October 2014***

* Assess residents for admission thru a comprehensive assessment process
* Assess residents health status on an ongoing basis
* Process and initiate new physician orders
* Develop resident care plans and modify as needed
* Work closely with other health care professionals, both in the community and on campus
* Provide educational information for staff
* Work with new staff to train and monitor their progress
* QI Program and Ethics Committee involvement

**HomeCare Health Services Manitowoc, WI**

***Program Coordinator/Staff Nurse, February 2007-August 2012***

* Provide comprehensive nursing assessments with the goal of determining supportive care needs in a home setting
* Work closely with the Hmong translator to ensure that client needs were met
* Maintain accurate, detailed reports and records, direct and supervise less skilled health care personnel
* Consult and coordinate client care with medical personnel
* Modify treatment plan as indicated

***Nursing Supervisor, March 1991-December 2003***

* Supervise nurses to ensure proper nursing care
* Provide or arrange for training or instruction of auxiliary personnel
* Direct and coordinate infection control programs, advising and consulting with specific personnel about specific precautions
* Perform administrative and managerial functions, such as taking responsibility for staff, planning and long-range goals
* Coordinate and oversee sharps collection site
* Work with individuals, groups and families to plan and implement programs to improve the overall health of the communities
* Coordinate and oversee quality assurance program

***Staff Nurse, August 1987-March 1991***

* Maintain accurate reports and records, provide comprehensive nursing assessments
* Monitor, record and report changes in client condition

**Big Apple Bagels Manitowoc, WI**

*Owner of Business, January 2003-September 2014*

**Volunteer Involvement**

**Alzheimer's Association (Greater WI Chapter)** *Facilitator of Early Stage Support Group, September 2002-July 2013*

**Alzheimer’s Association Advocate**

**Manitowoc County Leadership Committee Member**

**Education**

**Lakeshore Technical College,** Associate Degree in Nursing

**Hand-in-Hand Dementia Training**

**American Red Cross,** CPR/AED Certification

**CBRF Fire Safety Certification**

**Virtual Dementia Trainer**

**Dementia Specialist Certification**

**Dementia Generalist Certification**

**Dementia Crisis Response Certification**

*References are available upon request.*