

KimberLey Spooner

kimjimmy5@yahoo.com

Currently ADON and ICP for long term care facility. I do all staff and resident COVID testing and reporting. Assist DON with all aspects of nursing, education, disciplines, admissions implementing assessments, care plans. Extensive knowledge of restorative nursing. Assist with annual surveys with audits.

Experience

Assistant Director of Nursing Sep 2019 - Present
Normandy Care Center, Rocky River, OH (US)

Assist DON with all aspects of hiring, training, implementing new policies assist with audits, implementation of care plans, assessments. Currently facility ICP nurse responsible for all staff and resident testing with reporting and tracking. Point Cluck Care super user.

Assistant Director of Nursing May 2014 - Present
Canterbury Villa of Alliance

Assistant Director of Nursing Mar 2010 - Nov 2013
Canton Regency, Canton

Extensive knowledge of the MDS and Patient Care Plan

- *Thorough knowledge and understanding of federal, state, and local nursing services regulations
- *Coordinated nursing services programs within department
- *Managed staff scheduling, call offs, and performance evaluations
- *Supervised maintenance of medical records, and nursing records
- *Instrumental in implementing company forms, policies, and procedures
- *Complied to all regulations set by State Surveys
- *Performed audits on medical charts, and medicine passes
- *Performed reviews of admission within 24 hours of new admissions
- *Accurately documented all elements of nursing assessments, treatments, medications, discharge instructions, and follow-up care
- *Administered prescribed medications or started intravenous fluids, noting times and amounts on patients' charts
- *Trained an average of 4 LPNs on an annual basis
- *Reviewed monthly physician orders
- *Report labs to physicians on a daily basis, schedule upcoming appointments, CT/MRI

Skills & Specialization

Forms, Computer Training, Scheduling, Charts, Nursing, Policies

Education

Community College of Beaver County
Beaver

Western Beaver High School Jan 2012
Beaver

Brown Mackie College of Practical Nursing Jan 2007

North Canton