

Jeanna Kramer

LPN

Mount Zion, IL 62549

JeannaKramer@yahoo.com

(217)-620-7160

I have been a Nurse for over 5 years. I have been in Nursing Management for 3.5 years. I have experience as an Assistant Director of Nursing, Quality Assurance Nurse Manager, Restorative Nursing and MDS/Care Plans. I have experience in Nursing Management, Floor Nursing and Vent Care. I have my Infection Control Preventionist Certification through the CDC. I also have my Certification for IV's. I am currently in school to Bridge from my LPN to RN.

Authorized to work in the US for any employer

Work Experience

LPN (Licensed Practical Nurse) Restorative Nurse/CarePlans/MDS

Liberty Village of Clinton - Clinton, IL

March 2018 to Present

Responsibilities:

- Responsible for supervising nursing staff within the clinical setting. Coordinate Care meetings and Create Restorative Plans for Residents. Update care plans and handle RAI documentation from admission to discharge. Track CNA documentation. Monitor policies set by state and federal guidelines. Communicate with staff, residents and IDPH on policies and procedures. Teach documentation guidelines to staff.

QA/ADON LPN (Licensed Practical Nurse)

Liberty Village of Clinton/Leroy - Clinton, IL

September 2015 to March 2018

Responsibilities:

- Supervising nursing staff within the clinical setting. Itemizing, organizing and auditing residents records. Infection Control Tracking, Fall Prevention/Root Cause Investigations and Accident Innocent Logging. Staff scheduling, in servicing and tracking of staff education. Floor nursing, medication administration, IV's and blood draws.

Administrative Assistant

Personalized Cabinets and More - Decatur, IL

May 2013 to August 2015

Responsibilities:

- Administrative duties and general office and bookkeeping duties. Data entry, copying, faxing, and scanning. Accounts receivable, Accounts payable and payroll. Customer service, inventory and sale orders.

Certified Nurse Assistant

Hickory Point Christian Village - Forsyth, IL
June 2012 to February 2013

Responsibilities:

- Providing patients' personal hygiene by giving bedpans, urinals, baths, backrubs, shampoos, and shaves; assisting with travel to the bathroom; helping with showers and baths. Providing for activities of daily living by assisting with serving meals, feeding patients as necessary; ambulating, turning, and positioning patients; providing fresh water and nourishment between meals.

Nurse Assistant/Home Health Aid

Home Health Services
July 2007 to June 2012

Responsibilities:

- Providing client with personal hygiene by giving bedpans, urinals, baths, backrubs, shampoos, and shaves. Providing activities of daily living by ambulating, turning every 2 hours, and providing fresh water and nourishment via peg tube. Providing Medications as listed on medication list from provider.

Education

ADN in Nursing

Richland Community College
Present

License Practical Nurse in Nursing

CASPN - Springfield, IL
August 2015 to July 2016

High school diploma

Lutheran School Association - Decatur, IL
2009

Skills

- Data Entry
- Administrative Support
- Excel
- Nursing (5 years)
- Accounts Payable
- Medication Administration
- Infection Control Training
- Nurse Management
- MDS
- Leadership

- Management

Certifications and Licenses

Driver's License

LPN

Infection Control Preventionist

IV Certification

CPR & First Aid