

# Heather McDonald

Albia, IA

-Email me on Indeed: <http://www.indeed.com/r/Heather-McDonald/34a005ef5df9cb86>

- Highly motivated, organized and detail oriented
- Strong interpersonal skills
- Responsible, reliable, and dependable
- Good time management and prioritization skills
- Ability to follow state and federal guidelines
- Ability to work well independently or in a group setting
- Ability to adapt, perform, and multitask in fast changing environment
- Ability to work closely with all individuals to assure needs are met
- Quick to learn and effectively prioritize new tasks

## Work Experience

---

### **MDS Coordinator/Registered Nurse**

Oakwood Specialty Care - Albia, IA

August 2014 to Present

- Role:
  1. Utilization and review of Medicare guidelines/criteria to determine Level of care/medical necessity for new admissions and continued stay for resident needs
  2. Utilization/review of documentation for determination of continued Skilled level of care
  3. Utilization of clinical skills to coordinate, document, and communicate resident needs
  4. Utilization of ICD 10 coding/RAI manual
  5. Completion of paperwork for prior authorization documents for continued approval for skilled services
  6. Facilitate safe and efficient discharge planning
  7. Assessment, evaluation, and management of new residents to assure receive appropriate care.
  8. Plan, direct, coordinate and supervision for the delivery of care to residents in long-term care.
  9. Inter-professional communication with physicians/practitioners, therapy, Hospice, and families to ensure continuity of care for residents in long term care setting.
  11. Comprehensive care planning for long term care setting averaging 50 residents
  12. Work closely with therapy department and Hospice for continuity of care
  13. IV administration and blood draw
  14. Infection Control Nurse
  15. Back up to DON when not available for all duties
  16. Scheduling of Nursing staff

### **Registered Nurse**

Oakwood Specialty Care - Albia, IA

November 2012 to Present

- Charge Nurse Role:
  1. Admission and assessment of new admissions.
  2. Responsible for monitoring and interpreting vital signs and changes in resident's condition and act on findings appropriately.

3. Communication with physicians/practitioners, families, therapy and hospice for continuity of care.
4. Administering medications, resident teaching, and medical record documentation.
5. Supervision and delegation of staff including LPN and CNA

### **Licensed Practical Nurse**

Oakwood Specialty Care - Albia, IA

October 2011 to November 2012

· Charge Nurse Role:

1. Admission and assessment of new admissions.
2. Responsible for monitoring and interpreting vital signs and changes in resident's condition and act on findings appropriately.
3. Communication with physicians/practitioners, families, therapy and hospice for continuity of care.
4. Administering medications, resident teaching, and medical record documentation.
5. Supervision and delegation of staff including CNA

## Education

---

### **Associates Degree in Nursing**

Indian Hills Community College - Ottumwa, IA

May 2010 to May 2012

## Skills

---

- 1. Nurse Management
- 2. ICD 10 coding
- 3. Documentation review
- 4. Medical Record Review
- 5. EMR systems
- 6. Infection Control
- 7. Quality Assurance
- 8. Care planning
- 9. IV Administration
- 10. Blood draws
- 11. Scheduling
- 12. HIPAA
- MDS
- Supervising Experience
- Medication Administration
- Vital Signs

## Certifications and Licenses

---

### **RN License**

### **Compact State Nurse License**

### **BLS Certification**