|  | Line-cynthia Duclean11232 legato way, silver spring, MD 20901 | lineduclean97@hotmail.com | 240-318-4302 |
| --- | --- |
| Objective |  To improve customer satisfaction and continue the company’s quality service with my excellent customer service skills, interpersonal communication, and project completion. |
|  Education | **TRINITY WASHINGTON UNIVERSITY SCHOOL OF NURSING,** **WASHINGTON DC**Major: Nursing ( BSN,RN)Graduated:: DECEMBER 2020**Clinical Experience 8/2018-12/2020*** Medication Administration via PO, IV, IM, Enteral tube with RN supervision
* IV removal
* Foley Cath insertion/removal on male and female
* Ostomy Care
* Wound Care
* NG tube insertion / removal trained
* Daily head-to-toe assessment for adult and pediatric population
* Administration of Hep-B Shots and Flu Vaccine
* Assist in bathing, toileting, and grooming
* Documentation of daily care
* Perform daily vital signs
* Straight cath procedure to empty bladder for postpartum women
* Blood glucose monitoring
* Aseptic technique and Sterile technique trained
* Collection of urine and stool specimen
* Monitor vitals Adults. pediatric, and infants vitals

**MONTGOMERY COLLEGE**, TAKOMA PARK/SILVER SPRING, MDMajor: General Studies/Pre-nursing**Paint branch high, Burtonsville, md**Graduated: May 2015**INTERNSHIP (Medical Careers)**Holy Cross Hospital, Silver Spring, MD015 * Worked with scheduled Registered Nurses
* Performed clinical tasks
* Assisted with sanitation
* Assisted the medical team with caring for patient
* Assisted with direct patient care procedures and related tasks
* Provided patients assistance with activities of daily living
* Ensured safe environment for patients and staff
* Assisted with patient transport and transfer
* Performed daily vital signs

**Certifications: C.N.A expires July 2021.**  **BLS/CPR expires December 2021.**  **ACLS expires June 2023** |
| Experience |  **ADDICTION/ SUBSTANCE ABUSE PSYCH RN**Sandstone Care ( Crownsville,MD)( 05/2021-current)* Coordinate daily activities for the adolescent population.
* Medication administration and management.
* Ongoing Assessment
* Ensure safety; random room checks
* Engage with client- weekly outings
* Prepare meals
* Attend weekly meetings about client’s progression
* Inventory Narcotic counts
* Supervise BHTs
* Liaison with NP

**EATING DISORDER PSYCH RN**Cross Country Staffing- Monte Nido ( Glenwood,MD)(04/2021-current)* Monitor well-being of clients.
* Ensure safety; room-check ins and bathroom observations
* Medication administration and management
* Measure vitals as/when needed.
* Document properly and promptly.
* Maintain Milieu Environment
* Ongoing Assessment
* Draw labs
* Engage with Clients
* Hospital transport
* Liaison with Providers- Psych and Medical
* Liaison with Family members
* Order client’s prescription
* Inventory Narcotic counts

**NURSE MONITOR** Aamira Home Care/ Benevolent Homecare (Annapolis, MD)( 03/2021-04/2021)Visit assigned clients in the home setting to complete assessment of participants’ welfare, identify what the necessary tasks are to support the client, and determine what delegated tasks are appropriate and in compliance with applicable laws and State of Board Nursing regulations.Develop actions and outcomes for assistance with personal hygiene, personal care, toileting, meal preparation, maintaining a clean and an infection-free environment, assistance with daily clothing changes, and assistance with transfer and ambulation.Communicate with the interdisciplinary team any changes in participant’s status, identified need for referrals to additional resources, and any discrepancies in services.**REGISTERED NURSE- CARDIAC/ NEURO-MEDICAL ICU**White Oak Medical Center ( Silver Spring,MD) 02/2021 to Current * Ensure patient safety
* Provide IABP monitor and interpretation
* Delegate appropriate task to PCT
* Central line dressing change
* Start peripheral IV lines
* Medication Administration via central lines, IVP, IM, and subcutaneous
* Assist clients with ADLs
* Hemodynamic monitoring and communicate with interdisciplinary concerning patient's condition

**PATIENT-CARE TECHNICIAN/ UNIT SUPPORT COORDINATOR**White Oak Medical Center ( Silver Spring,MD)04/2020 to 02/2021* Ensure patient rooms are clean and sanitized
* Change patient bed linens and provide new bedding, blankets, and pillows
* Collect urine and blood samples for testing
* Monitor and record patient daily activities; report any drastic changes to a nurse or physician
* Perform nursing procedures such as blood glucose monitoring on Accucheck, changing bandage dressing, or checking temperatures.
* Ensure patients are comfortable in bed; adjust bed settings and/or reposition/turn patient as needed
* Help patients with all grooming habits including bathing, dressing, brushing hair, etc.
* Assist patient with any daily exercises, physical therapy, or mobilization efforts patient has been prescribed
* Transport patients via wheelchair or rolling bed
* Monitor patient vital signs and record weight, blood pressure, and pulse
* Ensure patients are getting enough food and fluids
* Ensure patients’ safety and remove any safety hazards (clear walkways, cleaning chemicals, etc.)
* Transport and use medical equipment according to patient requirements
* Follow all organization, state, and federally mandated medical standards and procedures
* Ensure patient confidentiality by following all HIPAA rules and regulations
* Welcome patients, check-in new patients, and answer phone calls.
* Maintain the appointment calendar, schedules, and medical charts.
* Communicate with patients, families, medical staff, and caregivers to guarantee smooth operations.
* Plan patient procedures and activities.
* Order medical equipment, supplies, and infrastructure for the hospital.
* Resolve all patient complaints and collect reviews to help improve functionality.
* Maintain and update patient medical records.
* Work with medical and non-medical employees.
* Train new employees on hospital processes.

**PATIENT-CARE TECHNICIAN/ KPC MONITOR**NIH-Bethesda, MD12/2018 to 04/2020* Sitter for patient on sucide and fall precautions
* Assisted RN with ADLS
* KPC Monitor
* Escorted patient to doctor’s appointments
* Ensured a safe environment for patients and guests
* Reported to RN changes in patient's status
* Monitored I&Os
* Engaged patients in interactive activities
* Ensured PPE attire worn for appropriate precaution
* Ensured 1:1 PCT checklist is complete prior to the end of the shift
* Gave report to incoming PCT about patient’s status and precautions
* Follow protocols for restraint
* Performed daily vital signs

**THERAPY TECHNICIAN** Adventist Healthcare Rehabilitation Services ( Takoma Park,MD)12/2017 to 04/2020* Prepared and clean up supplies
* Documented Patient’s 3 hour compliance via Cerner
* Physical assistance in patient treatments, inventory, and maintenance of supplies and equipment.
* Coordinated transport of rehab patients,for conferences or therapy sessions.
* Scheduled patients and therapists daily schedule on Microsoft Excel
* Performed daily vital signs
* Transferred patients to/from wheelchair,bed, and toilet
* Assisted Therapists with showers and transfers
* Reported to Nurse Manager and Therapy Supervisor, any change or complaints of patient’s condition

**OFFICE ASSISTANT/ NURSE ASSISTANT** Dr.Margaret Alexander’s Oncology/ Gynecology Office ( Bethesda, MD)08/2017 to 12/2017* Kept track of office supplies and ordered supplies
* Scheduled appointments
* Scanned, copied, and faxed files
* Greeted visitors on arrival
* Answered telephone calls and transferred calls
* Checked patient into Phreesia
* Kept office area neat and tidy
* Prepared examination rooms
* Toke vital signs
* Ensured safe environment for patients and staff
* Updated patients’ charts on Care360
* Created patient chart on Care360
* Centrifuged specimens
* Autoclaved speculums
* Set-up urinalysis station

**HOME SUPPORT AIDE**Erickson Living Retirement Home (Silver Spring, MD)11/2016 To 08/2017* Assisted with bathing, dressing, toileting, feeding,skin care, and incontinence care
* Prepared meals per clients preference
* Sitter for patient on fall precautions
* Encouraged/ limit fluid intake—as instructed
* Reminded clients to take medication;observe client taking them
* Assisted with changes of colostomy bag.
* Assisted with transport and transfer ( Transfer from/ to bed, chair,wheelchair,scooter,toilet or commode,and walker).
* Provided light housekeeping
* Escorted clients to doctors appointment ( on or off campus)
* Encouraged clients to participate in daily campus activities
* Engaged in conversation with clients
* Executed order from Registered Nurses on duty.
* Ensured client’s care-plan is thoroughly followed every shift
* Observed mental and physical status of clients;report to R.N. any changes or complaints.
* Maintained client rights and confidentiality.

**CUSTOMER SERVICE CONSULTANT**Erickson Living Retirement Home (Silver Spring, MD)07/2015 To 11/2016* Provided hospitable service to senior citizens and guests.
* Assisted in cashier service
* Ensured safe and sanitized environment for senior citizens and employees.
* Prepped food for residents and employees
* Worked alongside chefs
* Trained new employees
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| Computer skills | * Microsoft Word 2016 (Intermediate)
* Microsoft Excel 2016 (Intermediate)
* Microsoft PowerPoint 2016 (Intermediate)
* Powerchart/cerner ( proficient user)
* KIPU Health ( proficient user)
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| LANGUAGES | Haitian Creole (fluent**--** reading, speaking, writing. and translating**)**French (intermediate—reading, speaking, and some translating) |