

NICOLE ELKIN

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Tarzana, CA
91356

EDUCATION

Adult Gerontology and Primary Care Nurse Practitioner (AGPCNP) West Coast University	In Progress
Masters of Science in Nursing (MSN) West Coast University	08/2021
Bachelor of Science in Nursing (BSN) West Coast University	04/2020
Bachelor of Arts in Sociology (BA) University of California Los Angeles	03/2017

NURSING EXPERIENCE

Operating Room Nurse:

FREEDOM VISION SURGERY CENTER 05/2021- Present

Prepared surgical suite according to surgery and surgeon preference
Collaborated with the surgical team to ensure the highest safety and surgical standards for the patient.
Monitored patients for complications and conducted pre- and post-operative teaching to the patient and family members.
Ensure surgical patients receive a high quality of care before, during and after operation
Organize operating room equipment and instruments according to need
Recorded patient histories and completed all required documentation.
Maintain supplies and assure sterility and cleanliness in the operative setting
Ensured all medications are administered and charted according to established policies and procedures
Kept a detailed count of all surgical instruments and sponges used during operations/procedures.

Laser Hair Removal Nurse:

NEW LOOK SKIN CENTER 09/2020– 05/2021

Perform consultations with clients to determine appropriateness of laser hair removal treatments
Administer cosmetic care requiring the use of a laser treatment
Perform laser hair removal procedure and educates clients on proper after care post laser treatments

Manage to evaluate treatment plan with and without guidance by the doctor
Maintain health and safety protocols within the facility
Ensure to recommend and perform follow-up treatments wherever necessary

OR Nurse Circulator/ Pre/ Post Op Recovery Nurse:

ROXBURY SURGICAL CENTER

07/2020– 11/2020

Preop patients prior to surgery
Provide patient assessment, urine dip stick and review preop labs
Intake health information and vital signs-report abnormal values to MD
Start IV and monitor patients status
Intra op documentation, gather supplies, fluid, and additional supplies as needed
Responsible for narcotic log and usage per patient
Keep up to date with daily function logs, and accreditation books
Maintain crash cart supplies and test equipment
Assist anesthesia, scrub tech, and surgeon in OR
Prepare/set up OR per case, scrub/prep patient surgical site for surgery
Apply post-surgical dressings and garments, and assist to turn over OR

RN, (Adult Geriatric/Telehelath)

INFINITY ADULT DAY HEALTH CARE CENTER

07/2020– 10/2020

Assess patients' needs and develop specific care plans
Thorough knowledge of community health nursing
Exceptional knowledge of delivering telehealth services
Excellent speech-modulation techniques; soft-sweet and stable
Planned, organized, and handled overall management of the telehealth program
Respond to callers by assessing their needs offered appropriate clinical options, identified health care and community resources

WORK EXPERIENCE

Gymnastics Coach, RHYTHMIC ACADEMY OF LOS ANGELES 07/2018 – 12/2019

- Trained beginner, intermediate and advanced level gymnasts
- Interacted and communicated in a positive manner with a team of coaches.
- Adjusted coaching techniques, based on the strengths and weaknesses of athletes.

Receptionist/Administrative Assistant, BINDUPOINT

12/2018- 6/2019

- Answered the telephone, providing excellent customer service to customers.
- Greeted customers, handling correspondence, and managed the reception area.
- Data entry completed daily, along with filing client ticket information.
- Maintained retail and back bar inventories weekly, set planograms and kept the retail area clean and organized.
- Handled client transactions and opened/closed the register.

COMMUNITY SERVICE

Operation Donation- Chatsworth

Created care packages for veterans

Screened letters

Stuffed and packed teddy bears

Meals on Wheels- Santa Monica

Runner: delivered meals to about 20 clients within a 15 mile radius

Light the Night- Woodland Hills

Participated in a walk for Leukemia and Lymphoma (Cancer Awareness) where my classmates and I dedicated our time to fundraising in addition to providing patient support

Valley Food Bank

Stockpiled and sorted through vegetables, fruits and snacks before packaging to be shipped to our homeless

LANGUAGES

English

Russian: Native Language

Spanish: Intermediate Listener, Novice Speaker

COMPUTER SKILLS

Software: Microsoft Office, Adobe Photoshop, Python (Beginner level)

CERTIFICATIONS

American Heart Association-BLS, ACLS, PALS, Fire Safety, NIHSS

Pharmacology and EKG Certification

OTHER

Bilingual in English and Russian

Excellent communication skills with a focus on customer service

Organization and prioritization, problem solving, team leadership

Knowledge of HIPAA Regulations

Positive communication & interprofessional skills

Highly proficient skills with computers