

Tracy Doke

Seeking opportunity for growth

Muskogee, OK 74403

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1. I have 10+ years of float pool experience
2. I have management experience.
3. Flexibility for scheduling

Authorized to work in the US for any employer

Work Experience

Registered Nurse (RN)

Cornerstone Specialty Hospital - Muskogee, OK

September 2020 to October 2021

Step down unit RN Covid-19 unit

Hillcrest Hospital South - Tulsa, OK

February 2020 to September 2020

1. Responsible for all aspects of daily care to our critically ill patients on our Covid-19 unit
2. All daily charting and documentation completed by using EMR
3. Liaison between patient and family and physician concerns

Clinical Coordinator

HILLCREST SOUTH HOSPITAL - Tulsa, OK

January 2019 to February 2020

1. Responsible for the management and assistance of >60 med surg employees
2. Successfully raised HCA scores >10% during my time as manager.
3. Retention for all employees 50% higher than previous year under my management.

Education

Associate's degree in Nursing

Connors State College - Muskogee, OK

May 2006 to May 2008

Associate

Nursing Licenses

RN

Expires: April 2022

State: OK

Skills

- Critical Care Experience
- EMR Systems
- Hospital Experience
- Medication Administration
- Nursing
- Attention to detail
- Management Experience
- Experience in all units not limited to but including mental health
- ICU Experience
- Vital Signs
- Epic
- Caregiving
- Nurse Management
- Experience Administering Injections
- Employee Orientation
- Patient Care
- Laboratory Experience

Military Service

Branch: Army

Rank: E-4

June 1989 to August 2002

1. Logistics specialist
2. Weapons specialist

Certifications and Licenses

BLS/CPRI

March 2021 to March 2023

ACLS Certification

Assessments

Clinical Judgment — Proficient

September 2020

Assessing a patient's condition and implementing the appropriate medical intervention
Full results: [Proficient](#)

Electronic Health Records: Best Practices — Proficient

September 2020

Knowledge of EHR data, associated privacy regulations, and best practices for EHR use
Full results: [Proficient](#)

Medical Terminology — Highly Proficient

September 2020

Understanding and using medical terminology
Full results: [Highly Proficient](#)

First Aid — Expert

September 2020

Treating common medical emergencies
Full results: [Expert](#)

Verbal Communication — Highly Proficient

September 2020

Speaking clearly, correctly, and concisely
Full results: [Highly Proficient](#)

Customer Focus & Orientation — Highly Proficient

September 2020

Responding to customer situations with sensitivity
Full results: [Highly Proficient](#)

Active Listening — Highly Proficient

September 2020

Actively listening and appropriately responding in conversations
Full results: [Highly Proficient](#)

Scheduling — Proficient

September 2020

Cross-referencing agendas and itineraries to avoid scheduling conflicts
Full results: [Proficient](#)

Patient-Focused Care — Expert

September 2020

Addressing concerns and using sensitivity when responding to needs and feelings of patients
Full results: [Expert](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.