

Bridgette Knight

Registered Nurse - St. Catherine's Hospital (COMHS)

Munster, IN 46321

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Registered Nurse with 9 years of medical-surgical experience. Specialized practice in Acute Rehab, Med-Surg, and Clinical Documentation Improvement.

- Promoted to Charge Nurse as a respected team-player with demonstrated leadership skills.

Authorized to work in the US for any employer

Work Experience

Clinical Documentation Specialist RN

St. Catherine's Hospital (COMHS) - East Chicago, IN

2018 to Present

Concurrently review inpatient Medicare, Medicaid, and commercial insurance inpatient charts to select the most appropriate DRG

- Adequately reflect patient severity of illness and risk of mortality through extensive interaction with physician, case management, nursing staff, and coding staff
- Communicate with Case Management and physicians to ensure patient meets medical necessity inpatient criteria
- Conduct follow-up reviews of "pending provider queries" to ensure clarifying documentation has been recorded in patient's chart before discharge.
- Query physicians for documentation clarity and specificity for more accurate documentation
- Monthly physician education to improve documentation by way of monthly education such as PowerPoint presentations, lunch and learn presentations, newsletters, and 1:1 meetings.
- Thorough knowledge and proficiency in 3M coding software, EPIC charting software, Faye Brown, MIDAS coding software, as well as most Microsoft programs (i.e. Outlook, PowerPoint, etc.)
- Bi-weekly ICD-10 homework and additional training to ensure proficiency upon launch of ICD-10
- Maintained a 30-day readmission rate below 9%, through weekly calls to "frequent flyers" and assisting with outside resources to help with transportation, medication management, and home care set up.

Community Relations Manager RN

Options for Senior America - Merrillville, IN

August 2016 to Present

Manage a staff of 20-30 in an expanding market, and exerts effort in maintaining high morale and company discipline.

- Interacts efficiently with staff at the Corporate Office and with other branch office personnel.
- Monitors and manages Care Provider payroll within pre-set company guidelines and the budgeted Pay to Bill ratio.
- Monitors and manages all information needed for contractual arrangements with the families, as well as the required data for weekly billing notes.

- Complies with all company policies & procedures regarding sales, marketing, customer service, and operations, and with state regulations, and answers to the Compliance Department in cases of deficiencies.
- Expands and optimizes all human resources (office staff and CP's) available to the organization.
- Coach subordinates on a regular basis for improved performance. Evaluates each staff member's contributions to the branch and handles solely the hiring and firing of staff personnel.
- Reviews and recommends to Management extent of a rate increase to existing clients on an as-needed basis.
- Develops a good rapport with each of the ongoing long-term accounts, on a personal level with the care recipient and/or a member of his/her family.
- Ensures that good quality services are provided to ALL clients through on-going Quality Assurance visits to the homes of select care recipients.
- Exercises damage control in a mature and skillful way as emerging circumstances dictate.

Registered Nurse

St. Catherine's Hospital (COMHS) - East Chicago, IN
2014 to June 2018

Work on a PRN basis on Acute Rehab and Med-Surg units to maintain skill level

- Perform hands-on nursing care by utilizing the nursing process to achieve quality outcomes for clients
- Provide direction and supervision of ancillary nursing personnel, demonstrate professional judgment, use problem solving techniques and time-management principles, and appropriate delegation.
- Demonstrate the specialized knowledge and clinical skills necessary to provide care for people with disabilities and acute/chronic illnesses.
- Consult with Case Management regarding the home needs of the patient prior to discharge.
- Administer medications via oral, topical, sub-Q, and intravenous route
- Consult with physicians regarding critical patients as well as status changes and lab results to obtain new orders
- Provide discharge planning and pre-discharge education to patients
- Set up home health services for patients prior to discharge

Registered Nurse

St. Mary's Medical Center (COMHS) - Hobart, IN
2013 to 2014

Assist individuals with disability and/or chronic illness to attain and maintain maximum function.

- Perform hands-on nursing care by utilizing the nursing process to achieve quality outcomes for clients
- Provide direction and supervision of ancillary nursing personnel, demonstrate professional judgment, use problem solving techniques and time-management principles, and appropriate delegation as the off shift charge nurse
- Communicate with house supervisor for call-offs, utilizing float pool and agency to cover all staffing needs
- Act as a resource and a role model for nursing staff and students to promote the improvement of nursing care and the advancement of professional rehabilitation nursing
- Demonstrate the specialized knowledge and clinical skills necessary to provide care for people with physical disability and chronic illness

- Coordinate educational activities (i.e stroke, CHF, and COPD class) and use appropriate resources to develop and implement an individualized teaching and discharge plan with clients and their families
- Collaborate with other members of the interdisciplinary rehabilitation team to facilitate achievement of overall goals

Education

Associate of Science in Nursing

Breckinridge School of Nursing - Merrillville, IN
March 2010 to June 2012

Nursing Licenses

RN

Expires: October 2019

State: IN

Skills

- Team Building (5 years)
- training (3 years)
- ICD 10 (3 years)
- ICD-9 (2 years)
- medical

Certifications and Licenses

Nurse's License: Class: RN, State: IN, Expires: October 2017