Dorothy Jones RN

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To work as a director of nursing or RN case manager in a reputed, accredited home health Agency and utilize my skills in managing and supervising the daily activities.

**bachelors degree | 03/28/15 | chamberlain school of nursing**

* Major: Applied Science of Nursing

**associate degree | 06/13/06 | olive harvey**

* Major: Applied Science of Nursing

**hospice/ mid-surg | Holy cross hospital | DATES: january 2020 TO august 2021**

* **Directs and supervises patient care activities.**
* **Plans and directs care consistent with defined standards of nursing within budgetary allowances.**
* **Maintains contacts with and assists in instruction and care of patients.**

**ASSISTANT Director of Nursing | dependable nurseing home health | DATES: JANUARY 2017 TO PRESENT**

* Assisted DON with overseeing entire operations of the nursing agency
* Handle administrative duties pertaining to patient care
* Plan and implement strategies for operational management
* Look after supply needs and finance of the nursing department
* Visit wards and speak to patients for feedback on nursing care
* Schedule nursing staff and sanction their leaves and other benefits
* Participate in meetings for building center's policies and ensure implementation

**DIRECTOR OF NURSING | DISTINCT HOME HEALTH | DATES JANUARY 2015 TO JANUARY 2016**

* Supervised and reviewed nursing staff
* Oversaw supply stock, needs, and budgets for the nursing department
* Managed medical records and patients' data
* Maintained daily interaction with doctors, patients and family members
* Established and maintained standards of nursing practice for the department
* Improved efficiency in patient care by analyzing the utilization of nursing staff
* Resolved conflicts between patients and nurses

**after hours hospice nurse| seasons hospice and palliative care| DATES december 2016 TO present**

* Managed patients triage calls.
* Completed admission assessments and POC for patients under supervision of MD according to Medicare deadlines
* Completed patient crisis visits. Worked with MD to resolve crisis.
* Maintained daily interaction with doctors, patients and family members
* Established and maintained standards of nursing practice.
* Maintained patient’s dignity while at EOL
* Empowered both patients and families with knowledge regarding care at EOL.

**case manager | health first home health | DATES JANUARY 2014 TO JANUARY present**

* Completed admission assessments and POC for patients under supervision of MD according to Medicare deadlines
* Collaborated with a team of physicians, nurses, physical therapy, and home health aid to accomplish patient's optimal goal
* Managed medical records and patients' data.
* Comfortable with Medicare deadlines, and requirements.
* Maintained daily interaction with doctors, patients and family members
* Supervised home health aid biweekly and Licensed Practical Nursing every 30 days per accreditation requirements.
* Improved efficiency in patient care by analyzing the utilization of nursing staff
* Resolved conflicts between patients and nurses

**References**

* Reference upon request.