

Everlyne Milimu

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Registered nurse proven in delivering exceptional, evidence-based care to diverse patient populations. Proven and engaging leader that strives to build trust, credibility and reliable work ethic with staff. Areas of expertise include nursing management, inpatient care, patient experience, team training and leadership and interdisciplinary communications.

Work Experience

Registered Nurse Clinic Manager

Saint Luke's Physician Group - Kansas City, MO

January 2022 to Present

Manage and oversee day to day operations of 3 Saint Lukes Urgent cares, 2 Walk in clinics and 4 convenient care Clinics around the Kansas City metro.

Manage staffing at the urgent cares including taking call ins

Review and follow up on incident reports.

Review and follow up on press Ganey reports

Manage and review Aeroscout alerts for vaccine refrigerator temperatures

Interview and hire new employees

Conduct employee performance reviews

Conduct environmental of care (EOC) rounding and Mock drills at the clinic

Order and manage clinic supplies

Registered Nurse -Nurse Manager

Encompass Health Rehab Hospital - Overland Park, KS

September 2019 to Present

Leader of a multidisciplinary team of 50+ direct reports.

Manage nursing operations including quality of patient care and employee activities

Assist in the development and implementation of patient-care programs, policies and procedures

Coordinate interdepartmental administrative and clinical activities

Promote and maintain inclusive work environment and culture that is respectful and accepting of diversity

Ensure that each patient's needs for nursing care, treatment and services are properly met

Help in recruiting, training and retaining nursing staff

Act as a liaison between interdisciplinary teams and nursing staff

Assist patients and families including handling escalated situations

Oversee day to day operations on the unit

Assist the director of quality and risk in review of risk events

Any other duties as assigned by Chief Nursing officer

Registered Nurse-Clinical Team Lead

Truman Medical Center-Acute Rehab/MedSurg - Kansas City, MO

May 2015 to January 2020

Execution of daily shift operation and bed management including bed management and staff assignment.

De-escalation of staff conflicts and addressed family concerns.

Audits and review of charts for consults, labs and documentation

Floor Nurse- Registered Nurse

Truman Medical Center-Med Surg - Kansas City, MO

October 2012 to May 2015

Assessment of Patients and Collaboration with the Physicians to determine plan of care

Preparation of patient chart notes to facilitate admissions, discharges and transfers

Medication administration, tube feedings, dressing changes, review of labs

Staff assignments, bed management

Collaboration with other team members for the best quality of care for patients

Registered Nurse PRN

Research Psychiatric Center - Kansas City, MO

May 2014 to December 2014

Assessment of patients

Medication administration

Care plans

Collaboration with other team members for the care of the patients

Registered Nurse

Parkway Health and rehabilitation center - Kansas City, MO

February 2012 to January 2013

Assessment and reassessment of patients

Monitoring patient's change in condition and reporting to the physician in a timely fashion

Collaborating with other teams to create a care plan for the patients

Medication administration

Answering questions from patients and family members about their care-plans including medication.

Accounts Analyst Supervisor

Chrysler Financial - Overland Park, KS

January 2007 to August 2009

Responsible for analyzing clients' financial documentation

Record findings and prepare recommendations on suitability of clients' credit worthiness

Provide superb decision-making capabilities and solid judgment

Manage accounting data ensuring accurate financial records

Review information from general ledger and prepare journal entries for posting

Review periodic statements, reports, invoices and computer transmissions

Prepare company budget and oversee implementation across the departments

Utilizes and maintains loan accounting systems

Managed aspects of billing, invoicing, account reconciliation, collection and payroll activities

Assess and reconcile accounts receivable and accounts payable information

Customer Service Representative (Account Manager)

Chrysler Financial - Overland Park, KS

January 2005 to January 2007

Contacted customers by mail, telephone and skip-tracing
Educating customers on payment options
Record and update account activity including customer's financial status
Perform various administrative duties for assigned accounts
Accept customer payments and credit customer accounts

Certified Nurse Aide

Village shalom - Overland Park, KS
December 2000 to June 2004

Provided direct hands-on resident care
Assisted with patrons' daily needs
Participate in residents' daily activities and provided reports to the oncoming team

Education

MBA in Healthcare Administration

Delta State University - Cleveland, MS
May 2019

Bachelors of Science in Nursing

Mid America Nazarene University - Olathe, KS
December 2011

Bachelor of Science in Business Administration-Finance

Central Missouri State University - Warrensburg, MO
May 2003

Skills

- Nurse Management
- Nursing

Certifications and Licenses

BLS Certification

RN

ACLS Certification

CPR Certification

Assessments

Patient-focused care — Proficient

March 2021

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

Supervisory skills: Motivating & assessing employees — Highly Proficient

August 2021

Motivating others to achieve objectives and identifying improvements or corrective actions

Full results: [Highly Proficient](#)

Electronic health records: Best practices — Highly Proficient

April 2021

Knowledge of EHR data, associated privacy regulations, and best practices for EHR use

Full results: [Highly Proficient](#)

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