

ROMANA ROBBINS

**54 S Circlewood Glen
Spring, TX 77381
(713) 775-4436**

PROFILE

Established Nursing Professional, innovative and talented, with over 21 years of Healthcare, Administrative Support, and Teaching expertise. Results-driven team member with excellent communication and interpersonal skills; a strong emphasis in Hospital and Home Healthcare. Capable of rapidly assimilating new technologies and concepts to meet the demands of dynamic environments and customer satisfaction. Seeking a position with opportunities for growth and advancement that will benefit from my experience and leadership abilities.

AREAS OF EXPERTISE

Team Building/Leadership & Training	Policies & Procedures, Compliance	Licensed Registered Nurse
Decision Maker, Prioritize & Delegate	Managing Multiple Projects	Time & Task Management
Staffing Development & Performance	Action Plans & Resolutions	Coaching/Mentoring

LICENSES/CERTIFICATIONS

Basic Life Support for Healthcare Providers (BLS) and Advanced Cardiac Life Support (ACLS)

EDUCATION

Houston Community College, Houston, TX, 2009-2010

Associates degree in Nursing

UH Downtown, Houston, TX

Bachelor of Science degree in Interdisciplinary Studies

EXPERIENCE

2015-current Registered Charge Nurse, Medical Surgical/Step Down St. Joseph Hospital, Houston, TX

[SEE PERFORMANCE LIST.](#)

2013 - 2020 Registered Nurse, Courtyard Convalescent Center, Houston, TX

Provide nursing care and staff supervision in a 120-bed skilled nursing home facility.

[SEE PERFORMANCE LIST.](#)

2013 -2014 Registered Nurse, Epic Home Health, Houston, TX

Provide direct nursing care to patients.

[SEE PERFORMANCE LIST.](#)

2011 - 2013 Registered Nurse, Encompass Home Health, Houston, TX

Provide direct nursing care to patients.

[SEE PERFORMANCE LIST](#)

2007-2008 Teacher, Chancellor Elementary, Houston, TX

Developed and taught 4th grade language arts lesson plans. Integrated technology into the learning process with computer based assignments. Designed remedial curriculum and behavioral strategies .

1997 - 2005 Insurance Verification Specialist, WillowBrook Cardiovascular Associates, Houston, TX

Insurance verification, pre-certification, insurance posting, and applying COT/ICD9 codes. Drafted medical appeals to expedite payment and reviewed medical invoices to verify payments. Scheduled medical procedures.

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PERFORMANCE LIST

- Provide and coordinate health care and professional nursing services for patients and their families.
- Assist in identification of patient problems and collaborate/participate in a plan of care based on existing standards and long-term goals.
- Anticipate potential patient and/or family problems and incorporate them into a plan of care.
- Coordinate staff in emergency situations.
- Operate and maintain monitors of bio-medical equipment.
- Infection Control and Care Plan development.
- Use professional skills and knowledge of established nursing care concepts, principles, and practices to conduct complete assessment of patients and triage according to presenting complaints.
- Provide coordination of transfers to higher levels of care.
- Monitor and oversee staff to ensure timely performance and accurate documentation to patient charts, manage crisis situations.
- Patient education on diagnosis, testing, and medications, provide emotional support to patients and their families during crisis situations; interact with regard to patient diagnosis, status and medical changes.
- Responsible to management for communicating process improvements, quality of care issues, and need for additional assistance during crisis or increased influx of patients
- Collaborate with physicians and technicians to exchange information regarding patient care needs, relevant data such as lab results, and ongoing concerns about illness or injury of patients.
- Refine skills of history taking and assessment to collect patient data.