

# Tonya Totten

## **Registered Nurse**

Fredericksburg, VA 22405  
[tonyatotten29@gmail.com](mailto:tonyatotten29@gmail.com)  
+1 540 848 6870

To secure a challenging and responsible position that utilizes my Nursing and Phlebotomy skills that I can grow with both professionally and personally.

Authorized to work in the US for any employer

## Work Experience

---

### **Registered Nurse (RN)**

Encompass Health and Rehabilitation Hospital - Fredericksburg, VA  
June 2017 to Present

- Help patients by supervising care and treatments, leading patient assessments, creating personalized plans of care, targeting patient concerns and offering the best solutions.
- View each patient with a strong sense of empathy, listen closely to their personal stories, and get to know each one's physical, mental and emotional needs.
- See patients progress due to the effort you and your team put forth each day and build rewarding relationships with them during stays that last from two to four weeks.
- Spend each day helping someone to regain control of their lives with the goal of being discharged from the hospital and back to their community, families and friends.

### **LPN Charge Nurse**

Falls Run Nursing and Rehabilitation - Fredericksburg, VA  
February 2016 to November 2016

### **LPN Charge Nurse**

Golden Living Center - Fredericksburg, VA  
January 2015 to November 2016

Monitor work assignments, provide feedback, and assist Supervisor in evaluating performance, and redirect and discipline as needed.

Prepare and review medical records and nurses' notes under the direction of a Physician and assess Residents to evaluate their physical and emotional status. Monitor resident activity and provide nursing care as directed by a Physician and according to the Physician's orders, care plans, established standards and facility policies. Coordinate and assist or prepare for new admissions, transfers, and discharge of residents as directed by a Supervisor. Transcribe physician's telephone orders. Communicate with Residents, family members, other interdisciplinary team members, and management.

Prepare and administer medications under the direction of a Supervisor and as ordered by the physician in accordance with nursing standards and facility policies. Sign, dates and perform all charting and record keeping in accordance with established policies and procedures.

### **LPN**

Outlook OBGYN

2014 to 2015

Obtain patient vitals. Assist the physician with in office procedures. Colposcopy, biopsy, pap, iud placement, removal, loop procedures, and exams. Obtain labs, cultures, Urine and blood specimens. Assist with sonogram procedures. Triage patients using next gen emr software. Complete and file fmla and disability paperwork. Observe and assess Ob and GYN patients. Track and order In office inventory, complete employee scheduling.

### **Home Health Aide, CNA**

CC Home Health & Hospice Agency

2008 to 2010

2012-2015, LPN

Provide skilled nursing care to patients in accordance with the Plan of Care and agency policies. Adhere to agency infection control and safety policies, including education, reporting, and practice implementation specific to job position. Provide professional support for home-bound patients in need of personal care and supervision. Document daily activities, vitals, medications etc. Provide ordered care for all open wounds. Report and maintain record of incidents. Schedule appointments. Administered Medications, injections as need and prescribed.

## Education

---

Eastern Va College

2016

## Skills

---

- Nursing (9 years)
- Medication Administration (9 years)
- EMR Systems (9 years)
- Experience Administering Injections (9 years)
- Hospice Care (4 years)
- Vital Signs (10+ years)
- Triage (2 years)
- Family Planning (2 years)

## Languages

---

- English - Expert

## Certifications and Licenses

---

### **RN**

### **BLS Certification**

## **ACLS Certification**

### Assessments

---

#### **Clinical judgment — Proficient**

October 2021

Assessing a patient's condition and implementing the appropriate medical intervention

Full results: [Proficient](#)

#### **Medical terminology — Proficient**

October 2021

Understanding and using medical terminology

Full results: [Proficient](#)

#### **Patient-focused care — Highly Proficient**

October 2021

Responding to patient concerns with sensitivity

Full results: [Highly Proficient](#)

#### **Protecting patient privacy — Proficient**

October 2021

Understanding privacy rules and regulations associated with patient records

Full results: [Proficient](#)

#### **Customer focus & orientation — Proficient**

October 2021

Responding to customer situations with sensitivity

Full results: [Proficient](#)

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