

Evelyn Reyes

Registered Nurse

Stafford, VA 22554

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Work Experience

Registered Nurse

Inova Health System - Alexandria, VA

April 2021 to Present

Cared for laboring and delivering patients, as well as preterm labor.

- Assisted physicians during delivery, treatment, examination, and surgical procedures
- Managed all aspects of patient care in labor, including inductions of labor and cesarean sections. I have experience in the OR (pre-op, circulator, and PACU)
- Monitored fetal heart rate for anomalies, modified the patient's treatment care plans to correlate with patient status
- Comforted patients and families dealing with pregnancy loss, serving as a bereavement counselor, provided appropriate literature and memory boxes to offer grieving patients.

CERTIFIED SPANISH INTERPRETER

LIBERTY LANGUAGE SERVICES

July 2017 to Present

25/hr- Independent Contractor

- Interpret for Spanish patients during admission, consents, plan of care, discharge, and procedures

WOMENS' HEALTH ADMINISTRATIVE ASSOCIATE

SENTARA HEALTHCARE

December 2016 to Present

19/hr, 24-40 hrs/wk

- Order office and medical supplies for the Women's Health Center
- Schedule medical procedures
- Increased office productivity by applying technical knowhow with underutilized equipment
- Maintain and review patient records, equipment logs, and unit documentation
- Place charges into patient medical records, verify finances and billing
- Interpret for Spanish patients during admission, consents, plan of care, discharge, and procedures
- Design and create products and coordinating with marketing and printing services to promote unit services
- Register new patients, verify insurance, submit birth certificate documents into the state system

OFFICE ASSISTANT

ALTAHIR BEHAVIORAL HEALTH

February 2016 to December 2016

- Manages payments, patient files, and patient appointments
- Improved office data integrity by reorganizing filing system

- Increased office productivity by applying technical knowhow with underutilized equipment

PARTNER SUPPORT CENTER ANALYST

SANAMETRIX

September 2014 to December 2015

- Provided support for the 2013-2014 Mandatory Civil Rights Data Collection
- Ensured Local Education Agency Federal compliance by coordinating with education administrations daily
- Main point of contact for 9 of the largest school districts and 1/3rd of U.S. states
- Maintained advanced records database via Excel, ticketing systems, and company developed software

Education

Bachelor's in Nursing

Old Dominion University

January 2019 to 2022

ASSOCIATE OF SCIENCE IN NURSING in NURSING

Germanna Community College

January 2017 to December 2020

ASSOCIATE OF SCIENCE in BUSINESS ADMINISTRATION

Northern Virginia Community College

September 2010

Skills

- Interpreter (1 year)
- Simultaneous
- Speaker
- Bilingual
- Bilingual Spanish
- Interpreting
- Translate
- Purchasing (2 years)
- Epic
- Medical Terminology
- Hospital Experience

Links

<http://WWW.LINKEDIN.COM/IN/EVELYN-REYES-B870B510A>

Certifications and Licenses

Basic Life Support (BLS)

February 2019 to February 2021

Provider Basic Life Support

Spanish interpreter

July 2017 to Present

Advanced Cardiovascular Life Support (ACLS)

February 2022 to January 2024

Neonatal Resuscitation Program (NRP)

August 2021 to Present

Additional Information

SKILLS

I am a hard-worker, dependable and flexible. I am a certified Spanish Interpreter.