

# Shirley Taylor

**I am a patient focused Certified Nursing Assistant with 20 + years of experience. I have had the pleasure of working on various floors ( rehab, med- surg, ortho, pediatrics,SICU, MICU, oncology, psych, pediatrics, etc.) to gain optimal experience! I am a reliable, hard working team Player who display excellent customer service on a day to day basis while servicing any/all customers.**

Saint Paul, MN

-Email me on Indeed: <http://www.indeed.com/r/Shirley-Taylor/48c08fa5616d055a>

Authorized to work in the US for any employer

## Work Experience

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### **CNA - Certified Nursing Assistant**

Fairview Health Services - Minneapolis, MN

October 2020 to Present

#### Responsibilities

My duties are to assist patients with everyday living activities they can no longer perform due to injury and or illness. My duties as a PSC are to assist the nurses with daily cares and, admissions and discharges of patients on ortho unit. These duties consist of, but are not limited to obtaining vitals, assisting with transfers and personal care. Recording and reporting vital information to the team and in computer system.

### **HCA/PSC**

Hennepin Healthcare - Minneapolis, MN

May 2014 to Present

#### Responsibilities

My duties are to assist patients with everyday living activities they can no longer perform due to injury and or illness. My duties as a PSC are to assist the nurses with daily cares and, admissions and discharges of patients on ortho unit. These duties consist of, but are not limited to obtaining vitals, assisting with transfers and personal care. Recording and reporting vital information to the team and in computer system.

### **Patient Service Coordinator**

Fairview Health Services - Saint Paul, MN

September 2019 to October 2020

Assist patients with obtaining/ cancelling appointments. Assist the practitioners with obtaining the necessary documents to ensure a successful appointment. Utilize EPIC to obtain documents that's needed so that patient can receive product. Check insurance for coverage of item.

### **Direct Support Specialist**

Phoenix Residence - Saint Paul, MN

September 2012 to April 2014

Provided quality nursing care in accordance with resident care policies and procedures. Provided primary resident care and assistance with daily living activities.

### **Patient Care Assistant/ Health Unit Coordinator**

Regions Hospital - Saint Paul, MN  
October 1998 to September 2012

Assisted patients with multiple chronic diagnoses, including COPD and asthma. Supported patients with customized patient teaching tools. Recorded patients' medical history, vital statistics and test results in medical record. Educated patients about their treatments. Maintained patient privacy and confidential patient information. Utilized strong assessment skills to determine necessary patient care. Acted as patient advocate and implemented total patient care as part of a nursing team covering 8-10 high acuity patients per shift. Provided quality nursing care in accordance with resident care policies and procedures. Measured urine specimens and delivered them to the laboratory. Worked as part of team to execute proper care of body mechanics and safety of patient. Assisted nurses with order entry. Admit/discharge patients to and from units throughout hospital. Made inpatient/outpatient appointments. Verify insurance.

## Education

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### **Associate in Arts**

Eastern Gateway Community College - Steubenville, OH  
June 2017 to December 2018

### **Certified Nursing Assistant in Certified Nursing Assistant**

PTC Career Institute - Chicago, IL  
1992 to 1992

## Skills

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- First Aid, CPR certified, Trained Medication Passer  
Monitored patient's respiration activity, blood pressure and blood glucose levels in response to medical administration.
- Epic
- Insurance Verification
- Order Entry
- Patient Care
- Medical Scheduling
- EMR Systems
- Laboratory Experience
- Medical Records
- Nursing
- Experience Administering Injections
- Vital Signs
- ICD-10

- Medical Office Experience
- Laundry
- Caregiving
- Hospital Experience
- Triage
- Clerical Experience
- Medical Terminology
- Phone Etiquette

## Certifications and Licenses

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### **CPR Certification**

### **First Aid Certification**

### **CNA**

## Assessments

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### **Nursing Aide Skills — Expert**

October 2020

Providing nursing aid to patients using knowledge of relevant equipment and procedures.

Full results: [Expert](#)

### **Home Health Aide Skills — Expert**

October 2020

Providing care to patients in a home setting

Full results: [Expert](#)

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