

# Sheila Toye

Myrtle Beach, SC 29579

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Fully credentialed LPN with experience providing compassionate care in a private physician medical and chiropractic office, acute rehab and long term nursing facilities as well as nursing care in a home environment. Excellent communication skills, patient- focused and detail oriented demonstrated by 16 years of experience in healthcare.

Authorized to work in the US for any employer

## Work Experience

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### **LPN**

Inlet Physical Medicine - Murrells Inlet, SC

August 2021 to April 2022

Re-hired to same position.

SEE BELOW FOR DUTIES / RESPONSIBILITIES

### **LPN**

J. Reuben Long Detention Center - Conway, SC

December 2020 to May 2021

Short term contract : Provide all aspects of medical care for the inmates such as dispensing meds, wound care, diabetic managements including FSBS testing and insulin administering, chemical and alcohol detox management, daily COVID v/s checks, assisting with COVID nasal swab specimen collection. On unit medical / nursing visits. Physical and neurological assessments s/p injuries. Updating doctors. Electronic charting and med refills

### **LPN**

Inlet Physical Medicine - Murrells Inlet, SC

December 2018 to June 2020

Obtain and update patient information and reason for visit. Check vital signs and give report to the doctor. Obtain any tests necessary such as ECG's, urinalysis dipsticks, as well as rapid flu and strep throat testing. Injections administered such as flu vaccinations, B12 injections and testosterone hormone replacement therapy injections as well as teaching patients how to prepare and inject testosterone injections at home., Nursing visits performed when appropriate. Medication refill authorization as well as sending in orders for new prescriptions. Medical referrals provided and follow up appointments scheduled. Phlebotomy performed as necessary as well as assisting in minor surgical procedures and sterilization of surgical equipment and using an autoclave.

Chiropractic care: Obtaining chief complaints. assisted in performing tests such as setting up for X-Rays, injections such as PRP procedures, and cortisone and steroid injections. Also applied TENS machines and instructed patients on how to operate them at home, placed them on spinal decompression tables, applied percussive therapy and soundwave treatments.

**LPN**

Medical Services of America - Myrtle Beach, SC  
July 2015 to November 2018

LPN Documentation Specialist from 7/2015 - 6/2016

Liaison between physicians and insurance companies to get approval for appropriate and necessary medical equipment for patients after all necessary information is obtained from the patients and the ordering doctor as well as billing for equipment provided.

LPN Field Home Care Nurse from 6/2016 - 11/2018

Provided medical care to patients in a home environment. Responsibilities included assessments of patients physical condition including v/s, medication management and education as well as wound care and then reporting all assessment information to the case manager and ordering physician.

**LPN**

Maxim Health Care - Westchester County, NY  
December 2014 to May 2015

Provided medical care to a seriously disabled child. Actions performed included full body assessments daily including v/s, charting, and reporting information to case managers. Physical care included assisting with her activities of daily life such as bathing, oral care, dressing and transfers. Assistive physical therapy performed daily as well as wound care, G-tube care, and respiratory assistive care provided. Medications provided through the G-tube and replacement of tubing performed as needed as well as urinary catheterization.

**LPN**

Ability Beyond Disability - Mount Kisco, NY  
November 2013 to November 2014

Provided medical care to patients of varying physical and mental conditions in a group home environment. Including tracheotomy care, G-tube care, urinary catheterizations. medication management and dispensing orally and enterally, wound care, bathing, dressing. oral care and charting and contacting doctors as needed.

**LPN**

Various Long Term Care and Acute Physical Rehab - New York, NY  
2004 to 2013

See skills list

## Education

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**LPN license**

## Skills

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- Medical and chiropractor responsibilities listed above and Responsibilities in rehab and long term care facilities are as followed. Complete care of 38-46 patients. Led a team of of 4-5 CNA's Medication distribution and management, including controlled substances Wound care including wound vacs. Oxygen, trach and ventilator management and oral and nasopharyngeal suctioning. IV management. Address problems requiring immediate and long term resolutions. Liaison between patients, nurses and physicians. Update computerized patient data and maintain accurate charting.

Facilitate a safe environment and stimulating recreational activities Train and supervise personnel in all areas of patient care and procedure. Developed patient careplans, including assessments, evaluations, and nursing diagnoses. (10+ years)

- Medication Administration
- Tube Feeding
- Home Care
- EMR Systems
- Experience Administering Injections
- Laboratory Experience
- Vital Signs
- Medical Imaging
- Transcription
- Caregiving
- Venipuncture
- Medical Office Experience
- Hospital Experience
- Case Management
- Triage
- Phlebotomy
- Medical Terminology
- Medical Records
- Phone Etiquette
- Anatomy Knowledge
- Catheterization
- Care plans
- Nursing
- Communication skills
- Time management

## Certifications and Licenses

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**LVN**

**LPN**

## Additional Information

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CPR AND BLS / AED