

ANDREA PECK

California Registered Nurse - BSN

SUMMARY

Compassionate, service-oriented Nursing Professional with experience in a fast-paced healthcare setting. Passionate about delivering personalized care to patients, concentrating on comfort, safety, and patient dignity. Is able to consistently respond quickly and accurately to change in the condition and/or response to treatment.

EXPERIENCE

Registered Nurse

Optum UCC Urgent Care/ Infusion Center

October 2021 – Present

- Ensure specialized infusion therapies are administered with care and compassion, increasing patients' comfort level
- Assess and observe patients during and after infusion treatment, identifying potential issues and providing patient safety.
- Administered medications per clinician order and established trust with patient, resulting in increased patient satisfaction
- Set up infusion pumps and IV medication, titrated according to protocols to ensure doses were delivered correctly
- Maintain records and provide timely and accurate information to physicians, allowing for more rapid triage, assist in diagnosis and treatment

Executive Assistant

Glass Malek

August 2017 - November 2019

- Managing 4 CEO's schedules, making any necessary changes, while keeping each CEO partner on schedule and within their preferred time frame
- Answer phone calls in a timely and friendly manner, communicate with clients on a regular basis to ensure they are satisfied with services, ratings remain high, and clients do not switch to competitors
- Managing and coordinating service requests, communicating with building managers to ensure employee and client satisfaction
- Entering sick time for all employees and accurately document, provide assistance to office manager duties

Nurse

Acute Observation Unit – Legevakten, Oslo, Norway.

January 2015 - January 2017

- Ensure that the best possible care is provided by promptly communicating with physicians and staff personnel about the patient current health and changing
- Provide specialized care in a fast-paced environment to a complex, diverse, and highly-acute patient population
- Respond quickly to critical changes in patient condition through cooperative relationships with patients, peers, and physicians, ensuring comprehensive supportive measures are implemented

EDUCATION

Bachelor of Science in Nursing

Diakonova College - Oslo Norway 2011-2015

CERTIFICATION

Basic Life Support (BLS), Advanced Cardiovascular Life Support (ACLS), Pediatric Advanced Life Support (PALS)

- American Health Association