

# Sarah Klongland

Sun Prairie, WI

-Email me on Indeed: <http://www.indeed.com/r/Sarah-Klongland/0170d5f4bab24c9d>

Willing to relocate: Anywhere

Authorized to work in the US for any employer

## Work Experience

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### **Floor Nurse, LPN**

Belmont Health and Rehab - Madison, WI

May 2018 to Present

I am currently working as a floor nurse on a Rehab unit during the day. Duties include: medication administration, treatments, vitals, new admissions, orders, medicare charting, and supervision of CNA's.

### **LPN Supervisor**

The Willows Nursing and Rehabilitation - Sun Prairie, WI

April 2017 to March 2018

Floor nurse

### **LPN**

Largo Health and Rehabilitation - Largo, FL

September 2016 to February 2017

Floor nurse

### **LPN**

ST Michael's Surgery Center - Largo, FL

September 2014 to July 2016

#### Responsibilities

I currently am responsible for maintaining the front office, which includes answering phones, data entry, building patient charts, and working in preop and recovery on surgery days. I stay pretty busy between clerical duties and nursing duties through out the week.

#### Accomplishments

#### Skills Used

IV certified and FEMTO Laser certified

### **Licensed Practical Nurse**

Ready Nurse Staffing Services - Tampa, FL

April 2014 to October 2014

Temp nurse at USF Pediatric Allergy and Immunology April 2014 to August 2014

- Responsible for rooming patients, including obtaining vital signs.
- Administering Allergy skin tests
- Assisting/facilitating Pulmonary function tests and Niox tests.

- Administering Allergy Immunotherapy to patients in addition to completion of IT dosage/schedule prior to administration.
- Prior authorizations for medications/procedures

#### KANE EDUCATIONAL SEMINARS

- RN/LPN Skills Review- St. Petersburg, FL ♦ November 2013
- IV Certification- St. Petersburg, FL ♦ January 2014

#### **Bartender/ Supervisor**

POST CARD INN ON THE BEACH - Saint Petersburg, FL  
August 2011 to July 2014

Responsible for scheduling for all restaurant staff

- Providing Customer Service
- Training new employees
- Writing and Implementing Staff Training Guidelines

#### **Licensed Practical Nurse- Home Health Care**

RECOVER HEALTH - Madison, WI  
October 2010 to December 2011

Provided health care to clients in their homes

- Tracheotomy care
- Feeding tubes
- Medication Administration
- Insulin Injections

#### **Licensed Practical Nurse- Family Practice**

DEAN HEALTH CLINIC - Sun Prairie, WI  
April 2007 to April 2010

Responsible for rooming patients, including

- Obtaining medical history
- Dispensing medications
- Vital signs
- Oxygen therapy
- Wound Care
- Application of Dressings
- Assist/setup during minor procedures using sterile techniques

SARAH KLONGLAND ♦ ♦ sarahklongland@yahoo.com

- Experienced with Epic electronic medical records
- Knowledgeable in Microsoft Office Suite, including Microsoft Outlook
- Collect specimens from patients for laboratory testing
- Operate equipment and assistive devices to safely transfer patients

#### **Certified Nursing Assistant**

OAKWOOD NURSING FACILITY - Madison, WI  
June 2004 to January 2007

Assist residents with activities of daily living

- Monitor daily intake and output
- Help nurses with vitals and breathing treatments

## Skills

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- Tube Feeding
- Nursing
- EMR Systems
- Medication Administration
- Experience Administering Injections
- Triage
- Transcription
- Epic
- Vital Signs
- Supervising Experience
- Medical Office Experience
- Office Administration