

Pamela Sims

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Authorized to work in the US for any employer

Work Experience

Registered Nurse

INFIRMARY HEALTH - Fairhope, AL
November 2021 to Present

Full assessment/reassessment of patient's condition. Review data and diagnostic results; document all aspects of patient care. Provide support and education regarding treatments and procedures. Triage incoming patient's to appropriate level. Assist doctors with all procedures. Total care of patient till discharge or transfer. Team Nursing skills. Charge Nurse. COVID- monoclonal antibody infusions

Registered Nurse

St. Tammany Health System - Covington, LA
August 2021 to Present

In house 13 week contract assignment. Covid infusion nurse

Registered Nurse/Charge Nurse ER

Ochsner Health System - Laplace, LA
May 2018 to Present

Full assessment/reassessment of patient's condition. Review data and diagnostic results; document all aspects of patient care. Provide support and education regarding treatments and procedures. Triage incoming patient's to appropriate level. Assist doctors with all procedures. Total care of patient till discharge or transfer. Team Nursing skills.

Registered Nurse - Emergency room

NORTH OAKS HOSPITAL - Hammond, LA
May 2009 to July 2019

Duties

Full assessment/reassessment of patient's condition. Review data and diagnostic results; document all aspects of patient care. Provide support and education regarding treatments and procedures. Triage incoming patient's to appropriate level. Assist doctors with all procedures. Total care of patient till discharge or transfer. Team Nursing skills.

Case Manger/Home Infusion Nurse

CVS/Coram - Saint Rose, LA
August 2015 to July 2016

Duties

Provide one-on-one home infusion nursing care and education in accordance with the doctor's plan of treatment. Review clinical progress for effectiveness and compliance of treatment.

Registered Nurse - Emergency room

St. Tammany Parish Hospital - Covington, LA

September 2013 to August 2015

Duties

Full assessment/reassessment of patient's condition. Review data and diagnostic results, document all aspects of patient care. Provide support and educations regarding treatments and procedures. Triage incoming patient's to appropriate level. Assist doctors with all procedures. Total care of patient till discharge or transfer. Team Nursing skills.

Emergency Department Nurse Tech

NORTH OAKS HOSPITAL - Hammond, LA

2009 to May 2011

Duties

Maintain patient safety, assist with triage of patients, perform 12 Lead ECGs, draw blood cultures, venipuncture, in and out urinary catheters, assist with pelvic exams, I&Ds, casting, and suturing, obtain vital signs, and perform CPR when indicated. Computer charting of any and all communication and procedures pertaining to the patient. Assisted a team of 3-4 nurses and one doctor in any aspect asked of me.

Office Manager, Nurse Technician, Surgical Assistant

BANFIELD THE PET HOSPITAL - Covington, LA

2002 to 2009

Duties

Manage and administrative office, interview potential employees, advise new employees of benefits and enrollment thereof, supervise, direct and/or instruct employees; handle and report payroll; scheduling of all employees; management of surgery schedule. Assisted in the pre-op and post-op care of surgery patients which included intubation, venipuncture, lab work, catheters insertion and maintaining stability. Collection and testing of specimens. Performed x-rays, fluid administration, and vaccine administration. Assisted the doctors in surgery.

Bookkeeper, Secretary/Receptionist

DISCON LAW FIRM - Mandeville, LA

1995 to 2005

Duties

The handling of all insurance (enrollment, termination, changes in status or benefits regarding health, dental, life and disability insurance, concerns and questions arising out of partners= claims), handle and report payroll(QuickBooks); handle the firm=s Payroll, Cost and Trust Account, including preparing checks (accounts payables for all overhead and client related expenses), attorney fee checks, reconcile accounts, prepare and report deposits(accounts receivables), print accounting reports and prepare back-up diskettes for CPA; input, manage and prepare client billing; manage Time slips (create and add new clients, timekeepers, etc.); compile, input and post monthly client time and expenses; handle all personal tasks for Thomas M. Discon (Senior Partner), including personal checking account and paying bills.

Receptionist/Secretary

Receptionist responsibilities including answering phones, assisting Bookkeeper with accounts payable; opening of new files; over flow transcription; opening and routing daily mail.

Manager

Nine West, Inc - Kenner, LA

1993 to 1995

Duties

Manage and administrate office, interview potential employees, advise new employees of benefits and enrollment thereof, supervise, direct and/or instruct employees; handle and report payroll; scheduling of all employees; ordering of inventory; receiving and placement of inventory, inventory control; Profit and Loss Prevention; handled all aspects of the money including daily deposits; set and maintained projected goals; assisted on new store set ups; sent to help out stores in management troubles.

Education

BSN

University of - Lafayette, LA

January 2017 to May 2019

ADN in Nursing

Charity School of Nursing

May 2011

General Studies

Delgado Community College

1998

Nursing Licenses

RN

Expires: January 2019

Skills

- Critical Care
- Hospital
- Staff Nurse
- Emergency Room (10+ years)
- RN
- Blood sampling
- Basic IV
- Triage
- Experience administering injections
- Medication administration

- EMR systems
- Cerner
- Phlebotomy
- Venipuncture
- Epic
- ICU Experience
- Vital Signs

Certifications and Licenses

Trauma Nursing Critical Care

February 2016 to February 2020

ACLS

April 2017 to April 2019

Pediatric Advanced Life Support

January 2017 to January 2019

BLS Certification

Compact State Nurse License

CPR Certification

TNCC Certification

AED Certification