

# Helena Barham

Riner, VA 24149  
[latainh@gmail.com](mailto:latainh@gmail.com)  
+1 540 577 4207

Authorized to work in the US for any employer

## Work Experience

---

### **Registered Nurse (RN)**

River Ridge Dermatology - Blacksburg, VA  
March 2021 to Present

Providing patient care including wound checks, suture removals, assisting in surgeries/biopsies. Also scribe for providers.

### **Waitress/Hostess**

Red Lobster - Christiansburg, VA  
May 2014 to Present

#### Responsibilities

Provide quality service to each and every customer. Wait tables while making sure all surroundings are clean. Doing it all with a smile. Making sure every customer's needs are met. Providing tables with the best service that they could have. Having knowledge of the restaurant and food served. Getting to know your customers and letting them get to know you to provide a kind environment.

#### Accomplishments

While hosting achieved one raise. Promoted from host to server in 3 months. Gained knowledge of people and restaurant environment.

#### Skills Used

Friendliness. Good work ethic. Willingness to work as a team and provide leadership. Ability to work long hours with no break.

### **Medical Assistant**

Virginia Interventional Pain and Spine Center - Christiansburg, VA  
January 2018 to August 2018

Intake vital signs

Start physicians notes

Assistant in procedures when needed

Outtake vital signs when needed

Administer Toradol injections when needed

### **Patient Access Representative**

Carilion Medical Center - Christiansburg, VA  
March 2016 to January 2018

Ability to properly register patients into our system.

Ability to sign in appointments and for certain testing such as MRI, Echo, or PFT.  
Ability to make quick calls when it comes to patients in serious need of medical care.

### **Life Skills Trainer**

NeuroRestorative - Blacksburg, VA  
May 2015 to January 2017

#### Responsibilities

Responsible for each and every participants needs and wants.  
Ability to de-escalate dangerous behaviors and conditions.  
Responsible for all participants medications.  
Ability to maintain a safe work environment.  
Passes medications and gives treatments according to physicians orders and in accordance with facility policy.  
Required to give shift report on status of residents and document all happenings of the day.  
Assures personal and staff compliance to residents' rights.  
Responsible for maintaining a clean and organized medication cart and medication room.  
May be required to assist residents with personal hygiene tasks, and other activities of daily living.  
May be required to assist with psychosocial groups and or activities.  
May be required to develop and maintain accurate accounting of all resident personal property for assigned unit. Identify property and keep inventory sheet current.  
Monitors personal and staff compliance to all State and federal requirements including but not limited to blood borne pathogens, hazardous materials, infection control, and fire safety.  
Monitors personal and staff compliance to resident's rights.

#### Accomplishments

Became certified medication technician.

#### Skills Used

Ability to react to any situation quickly.  
Ability to use patience with certain participants.  
Ability to use outstanding customer service toward friends and family of participants.

## Education

---

### **Associate in Nursing (RN)**

New River Community College - Dublin, VA  
August 2018 to May 2020

### **Associate in Science**

New River Community - Dublin, VA  
September 2014 to May 2018

## Nursing Licenses

---

### **RN**

Expires: September 2024

State: VA

## Skills

---

- Customer Service (4 years)
- Microsoft Office (5 years)
- Medical Terminology (3 years)
- Computer Skills (4 years)
- People Skills (5 years)
- Psychology (2 years)
- Receptionist (1 year)
- Medical Office Procedures (1 year)
- Typing (5 years)
- Epic
- Patient Care
- Injections
- Vital Signs
- Scheduling
- EKG
- EMR
- Hostess
- Host
- Restaurant Server
- Waitress
- Medication Administration
- Medical Records
- Caregiving
- Phlebotomy
- Medication Administration
- Medical Records
- Infection Control Training
- Insurance Verification
- Nursing

## Certifications and Licenses

---

### **Certified Medication Aide**

November 2015 to November 2018

Passes medications and gives treatments according to physicians orders and in accordance with facility policy.

May be required to give shift report on status of residents.

May be required to document in the resident records.

Responsible for notifying charge nurse of medications needing to be refilled.

Assures personal and staff compliance to residents' rights.

Responsible for maintaining a clean and organized medication cart and medication room.

May be required to assist residents with personal hygiene tasks, and other activities of daily living.

May be required to assist with psychosocial groups and or activities.

May be required to develop and maintain accurate accounting of all resident personal property for assigned unit. Identify property and keep inventory sheet current.

May be required to pass ice.

May be required to perform duties as set forth on Certified Nurse Aide job description as needed.

Monitors personal and staff compliance to all State and federal requirements including but not limited to blood borne pathogens, hazardous materials, infection control, and fire safety.

Monitors personal and staff compliance to resident's rights.

### **BLS for Healthcare Providers (CPR and AED)**

### **Registered Nurse (RN)**

December 2021 to December 2024

### **Advanced Cardiovascular Life Support (ACLS)**