

## **PERSONAL INFORMATION:**

Tonya Reynolds  
15162 CR 182  
Hamlin Texas 79520  
903-399-2110  
tlmr36@hotmail.com

## **EDUCATION:**

Aspen University, Denver Colorado  
Graduated from the MSN Administration program in February 2020.  
Member of the **Delta Epsilon Tau National Honor Society**

Aspen University, Denver Colorado  
Graduated from the BSN program in December 2017.  
Member of the **Delta Epsilon Tau National Honor Society**

Panola College, Carthage, Texas  
Graduate from the Associate Degree in Nursing Program December 2009

Texas State Technical College, Sweetwater, Texas  
Graduated with Honors in Vocational Nursing, 1991

## **LICENSE/CERTIFICATIONS:**

RN license expires 07/2023  
Certified Addiction Registered Nurse expires 12/2023  
BCLS expires 11/2023  
ACLS expires 10/2023  
CPI expires 10/23/2023

## **EMPLOYMENT:**

**Centra Healthcare Solutions**, November 2021 - present  
1000 Corporate Drive Suite 280  
Fort Lauderdale, FL 33334  
800.535.0076  
Franchesca Meza, Recruiter  
Job title: Travel Nurse

## **Duties:**

- Provide and coordinate care by assessing the physical and behavioral health needs of the patient, develop and implement nursing care plans, maintain medical records, and educate

patients and their families about various physical and behavioral health conditions.

- Provide nursing care and services within the standards and scope of nursing practice as defined within the state Nurse Practice Act regulations, policies, procedures, and protocols, as well as facility and corporate policies procedures.
- Ensure physician's orders are legible if taken verbally and transcribed appropriately per policy and procedure.
- Ensure the patient's status is assessed on an ongoing basis, and pertinent information gathered is documented. Notify physician of significant changes in status such as difficulties with detox, a medical emergency or change in medical status regarding response to medications.
- Nursing treatment plans are specific to assessed needs. The initial treatment plan is completed upon admission.
- Demonstrate knowledge and utilization of universal precautions in providing direct patient care.
- Accurately administer medications per ordered note and accurate document count of controlled substance medication administration on required documents.
- Completed admission and discharge processed efficiently and accurately as directed.
- Exhibit therapeutic rapport with patients by maintaining professional boundaries, being respectful to personal space, giving direct patient attention, and maintaining rational detachment.
- Provide direction or coordinate the activities of the unit as directed.
- Communicate therapeutically and professionally with patients, visitors, coworkers, and others involved inpatient treatment in an effective manner.

**MTC-Bluebonnet Detention Center, April 2020 – October 2021**

400 S. 2<sup>nd</sup> Street

Anson, Texas 79520

325-823-8031x153

Ruth Ebangit MD, Medical Director

Job Title: Health Service Administrator

**DUTIES:**

- Responsible for the daily operations of the medical department which includes ensuring the direct and individualize nursing care in the facility based on the application of nursing principles.
- Instructing, educating, and reviewing the work of the nursing staff
- Ensure adherence to federal, state, and local regulations and guidelines, as well as ensuring that audits are prepared for and passed.
- Directing the medical department; overseeing the hiring, termination, and development of the staff, preparing work schedules. Guides, coordinates, and directs the development and maintenance of the system of elevation of nursing care, practices, and procedures, including evaluation of nursing personnel within the clinical department.
- Submitting payroll on time
- Assist the nursing staff with the completion of medication pass, physical assessments, intakes, sick calls, transfers, releases, and COVID related issues and meetings.
- Attend meetings as per facility policy.
- Sending reports to Immigration and Customs (ICE) on a timely manner and ensuring all documentation is accurate.

- Oversaw practices and procedures within a healthcare organization.
- Setting budgets for the facility
- Adheres to health laws and regulations and implementing new methods to increase efficiency within the organization.

**RED RIVER BEHAVIORAL HEALTH HOSPITAL, August 2018 – April 2020**

1505 8<sup>th</sup> Street

Wichita Falls, Texas 76301

940-322-3171

Peggy Huey CNO MSN

Behavioral Health Hospital

Job Title: Charge Nurse, House Supervisor PRN

**DUTIES:**

- Provide and coordinate care by assessing the physical and behavioral health needs of the patient, develop and implement nursing care plans, maintain medical records, and educate patients and their families about various physical and behavioral health conditions.
- Provide nursing care and services within the standards and scope of nursing practice as defined within the state Nurse Practice Act regulations, policies, procedures, and protocols, as well as facility and corporate policies procedures.
- Ensure physician's orders are legible if taken verbally and transcribed appropriately per policy and procedure.
- Ensure the patient's status is assessed on an ongoing basis, and pertinent information gathered is documented. Notify physician of significant changes in status such as difficulties with detox, a medical emergency or change in medical status regarding response to medications.
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- Accurately administer medications per ordered note and accurate document count of controlled substance medication administration on required documents.
- Completed admission and discharge processed efficiently and accurately. as directed.
- Exhibit therapeutic rapport with patients by maintaining professional boundaries, being respectful to personal space, giving direct patient attention, and maintaining rational detachment.
- Provide direction or coordinate the activities of the unit as directed.
- Communicate therapeutically and professionally with patients, visitors, coworkers, and others involved inpatient treatment in an effective manner.
- House Supervisor PRN

**SUMMER SKY TREATMENT CENTER: August 29, 2012, to August 14, 2018**

1100 N. McCart St, Stephenville, Texas 76401

254-968-2907

Scott Kelley Owner, President

Drug and alcohol treatment center

Job Title: Director of Nurses

**DUTIES:**

- Developed, maintained, and implemented nursing policies and procedures that conform to current standards of nursing practice, facility philosophy, and operational policies while maintaining compliance with state and federal laws and regulations.
- Communicated and interpreted policies and procedures to nursing staff, and monitors staff practices and implementation
- Participated in admission decisions and may visit prospective clients before admission.
- Participated in daily management team meetings to discuss client status, census changes, or client complaints or concerns.
- Participates in weekly leadership and quality assurance meetings
- Evaluated the work performance of all nursing staff, assists in the determination of wage increases and implements discipline according to operational policies.
- Ensured delivery of compassionate quality care and nursing supervision, as evidenced by adequate services and staff coverage on the unit.
- Reviewed 24-hour reports daily to monitor and ensure timely, efficient responses to significant changes in condition, transfers, discharges, unexplained injuries or falls, behavioral episodes, and medication errors.
- Oversaw nursing schedules to ensure they meet client needs and regulatory and budgetary standards. Participated in the recruitment and selection of nursing personnel and ensures enough staff is hired.
- Oversaw and supervised development and delivery of in-service education to nursing staff with enough knowledge and skills to provide compassionate, quality care and respect for client rights.
- Promoted teamwork, mutual respect, and effective communication.
- Exercised overall supervision of client assessments and care plans,
- Improved compliance with accident prevention procedures, safety rules, and safe work practices to prevent employee injury and illness and control worker's compensation costs.
- Assured staff is trained in fire and disaster and other emergency procedures and evaluates performance during drills
- Assisted on floor

**FRESENIUS MEDICAL CARE:** June 14, 2010, to June 22, 2012

1819 Garner Field Road, Uvalde Texas

830-278-1126

Laura Carter R.N.: Clinic Manager

Dialysis Clinic

Job Title: R.N. (Team leader and Charge nurse)

**DUTIES:**

- Assumed primary responsibility in an emergency when in the charge nurse role
- Assessed patient's needs, respond to dialysis treatments, and communicate concerns to physician, implement change inpatient care as directed
- Monitored and supervise all patient care activity during dialysis and assist as necessary
- Administered medications as ordered
- The initialization and termination of dialysis on catheter patients

- Monthly care plans, chart audits and foot checks
- Ordered medications
- Participated in required staff meetings assesses patient care needs and monitors patient care technicians for appropriate techniques,
- Ensured the educational needs of the patients and families regarding End-Stage Renal Disease, provided a clean, safe, and sanitary environment,
- Provided relevant data including physician orders, lab results, vital signs, and treatment parameters and patient status are documented appropriately and enter Medical Information system.

**GOOD SHEPARD MEDICAL CENTER-MARSHALL:** August 18, 2006, to April 27, 2010  
 811 S. Washington St. Marshall, Texas 75670  
 903-927-6000  
 Faye Morrow R.N.: Unit Supervisor  
 In-Patient Surgery Unit  
 Job Title: RN (Staff and Charge Nurse)

**DUTIES:**

- Pre-and Post-surgery preparations
- General nursing duties related to surgery patients, starting I.V.s, administering medications as ordered. Admitting and discharging patients.
- I have participated in required staff meetings, assessed patient care needs, monitored patient care technicians.
- Ensured the educational needs of the patients and families regarding surgery and disease, ensured a clean, safe, and sanitary environment,
- Ensured relevant data including physician orders, lab results, vital signs, treatment parameters and patient status was documented appropriately and entered
- Medical Information system.
- Reported to physician relevant patient status, data, and results
- Worked as a Charge Nurse on the Skilled Unit from August 2006 to December 2009

When the unit closed. Transferred to the In-Patient Surgery Unit.

**REFERENCES;**

Ruth Ebangit MD  
 972-836-4827  
 Haskell, Tx 79553  
 Ruth.ebangit@mtcmedical.com

Stacy Neeb NP  
 325-668-3480  
 Abilene, Tx 79606  
 Stacy.neeb@mtcmedical.com

Kristen Jimenez RN  
 325-654-1361

Anson, Tx 79501  
Kristen.jimenez@mtcmedical.com

Lisa Kelly RN  
940-257-7074  
Wichita Falls, Tx 76301  
Lgetting7074@gmail.com

Brady Monrreal LVN  
254-485-5866  
Stephenville Tx 76401  
Burda6@yahoo.com