

LAKEN MATTHEWS

3121 RANDAZZO LANE, CHALMETTE, LA 70043 · (504) 229-1493
matthewslaken@icloud.com

PROFILE

Dependable, self-sufficient registered nurse with over 7 years of experience and proven skills in management, patient and family care, organization, prioritization, delegation and electronic medical record documentation. Seeking to support the healthcare industry with high level management, innovation, and healthcare skills/knowledge.

EDUCATION

Louisiana State University Health Sciences Center

Bachelor of Science in Nursing

- Degree Conferred May 2013

Louisiana State University at Shreveport

Master of Health Administration

- Degree Conferred October 2020

EXPERIENCE

Evolut Healthcare

Clinical Letter Writer (PRN) March 2022-Present

- Write denial letters for inpatient, outpatient, and DME.
- Review medical code data and records to determine whether the denial is appropriate or determine if member/provider should proceed with an appeal.
- Review Interqual and Milliman guidelines according to plan and records received.
- Complete letters according to payer's grade level requirements.
- Communicate with interdisciplinary team members.
- Complete letters in timely manner to ensure turn-around-time (TAT) is met.
- Clinical letter writer for inpatient, outpatient procedures, DME, LTACH, and SNF.

Select Medical

Sr. Clinical Liaison(Training)/Case Manager

May 2020- March 2022

- Clinical reviewer for inpatient rehab, LTACH, and SNF.
- Chart auditor for inpatient reviews.
- Assists in implementation of Performance Improvement plans.
- Delves on strong clinical background to submit qualifying claims to payers.
- Rely on and consistently remains abreast of payer knowledge.
- Submits for prior authorizations and precertification to payers.
- Complete Utilization Reviews: Follows Interqual, Milliman, and CMS guidelines to submit qualifying cases to payers and per physician admission qualifications.
- Intercede as Case Management.
- Act as patient/family advocate and mediator.
- Performs clinical assessments of patients and assists them in making informed decisions regarding the continuum of care.
- Works as member of interdisciplinary team to create a smooth transition for patient from hospital to inpatient rehabilitation facility.

East Jefferson General Hospital

ICU/CCU/SPECIAL PROCEDURES/CM/CHARGE RN

Jan 2018- Feb 2022

- Directs and supervises colleagues, peers, and ancillary healthcare personnel, in addition to providing training according to unit policies and procedures.
- Assisted in implementing Performance Improvement plans, remained active in department activities, multidisciplinary team activities, and Life Care activities to ensure individualized, patient centered healthcare.
- Utilizes knowledge of policies and accreditation organization guidelines to identify problems and areas in need of improvement, prioritization, and facilitates implantation of necessitated changes to maintain proper accreditation.
- Independently implements the nursing process to care for patients and families, in accordance with Joint Commission on Accreditation of Healthcare Organization standards and facility policies.
- Provides firsthand account and coordinates with supervisor to ensure facility's continued readiness for accreditation assessment, delegating to ancillary staff and managing the oversight of peer compliance.
- Completes chart auditing.
- Reviews, makes suggestions, and clarifies plan of care with interdisciplinary members, and carries out physician orders based on patient assessments.
- Provides education and risk factor assessment to facilitate successful transitions to lower levels of care in preparation for discharge to home or home care facilities.

- Formulates and implements nursing care plans based on patients' diagnosis, psychosocial needs, and family dynamics.
- Performs duties as required.

West Jefferson Medical Center

ICU/SCU/CCU/ER/CHARGE RN

Aug 2013- Aug 2019

- Delivered professional nursing care in accordance with the established policies of the department(s) and Louisiana State Board of Nursing.
- Assisted in training of MDs, nurses, and techs on newly implemented EHR.
- Participated in all unit aspects of Quality Improvement and implemented at all levels of care and during visitations.
- Used advanced clinical knowledge to assist with assignments, planning, execution, and successful outcomes.
- Assisted in educating peers on evidence-based practice to achieve optimal patient outcome, thus subsequently holding peers accountable for care provided.
- Coordinated procedures with interdisciplinary team and their units/teams.
- RN coordinated with case management to provide socioeconomic needs, psychosocial care, and assisted with acquiring appropriate resources for successful discharge.
- Conducted peer reviews.

CERTIFICATIONS

Louisiana State Board of Nursing 2013- 2024

- Registered Nurse- Compact License Number 141569 (ACTIVE)

California State Board of Nursing 2013- 2024

- Registered Nurse- License Number 95146654 (ACTIVE)

American Heart Association 2013- 2023

- Basic Life Support Heartcode
- Advanced Cardiac Life Support
- Pediatric Advanced Life Support