

Cynthia Bielawski

Registered Nurse And
Studying To Be A
Medical Coder

Contact

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Skills

- Health Incident Triage
- Evidence-based Protocols
- Outbound Patient Calls
- Lab Results Reporting
- Medication Refills
- Appointment Scheduling

Driven, hardworking and veteran Emergency Department, in a Level One Trauma Center, Registered Nurse bringing demonstrated patient care, medication monitoring and treatment management expertise. Also, lesser years experience in the Med Surg, Telephone Triage and Home Health Fields of Nursing Practice. Adaptable and resilient with strong attention to detail, clinical expertise and emergency response experience. Bringing 21-year record of success in nursing and desiring a Remote RN position.

Presently enrolled and studying for a Certificate as a Medical Coder.

Work History

2019-01 -

Telephone Triage Registered Nurse

2021-06

Advocate Aurora Health Care, Chicago, IL

- Obtained case history and gathered triage information to determine appropriate avenue for care.
- Performed additional clinic and non-triage nurse duties such as instructing patients in general and specific medical care and health issues and administering or dispensing medication and injections.
- Verified patient insurance eligibility and identified primary care physician, contacting office to obtain patient file.
- Assisted in management of patient utilization of health care system and provided patient education relative to health care needs, use of community resources and responsibilities of membership in managed care.
- Scheduled appointments for patients not requiring emergency services but needing examination from provider and consulting directly with provider.
- Verified, updated and communicated patient history prior to clinic appointments and procedures with providers.

2012-01 -

Emergency Room Registered Nurse

2019-01

Advocate Lutheran General Hospital, Park Ridge, IL

- Administered different therapies and medications in line with physician orders and treatment plan.

- Educated patients and answered questions about health condition, prognosis and treatment.
- Kept optimal supply levels in treatment rooms, triage and other areas to meet typical patient loads.
- Answered codes quickly and orchestrated efficient, skilled medical care.
- Updated patient charts with data such as medications to keep records current and support accurate treatments.
- Collaborated with law enforcement on criminal cases by quickly reporting injuries and collecting needed evidence.
- Teamed on trauma and emergency interventions involving serious head injuries, gunshot wounds and thoracic trauma.
- Educated family members and caregivers on patient care instructions.
- Communicated openly and collaboratively with all healthcare staff to organize successful patient care.

Work History

2019-01 -
2021-06

Telephone Triage Registered Nurse

Advocate Health Care, Chicago, IL

- Performed additional clinic and non-triage nurse duties such as instructing patients in general and specific medical care and health issues and administering or dispensing medication and injections.
- Obtained case history and gathered triage information to determine appropriate avenue for care.
- Monitored compliance and evaluated effectiveness of home treatment instructions.
- Delivered orientation and training of less experienced clinic staff in specific clinic operations and procedures.
- Verified patient insurance eligibility and identified primary care physician, contacting office to obtain patient file.
- Assisted in management of patient utilization of

health care system and provided patient education relative to health care needs, use of community resources and responsibilities of membership in managed care.

- Advised patients on pre- and post-operative instructions, medication administration and symptoms indicating emergency care.
- Scheduled appointments for patients not requiring emergency services but needing examination from provider and consulting directly with provider.
- Counseled patients via telephone according to established guidelines and protocols, advising on provider-established plans of care.
- Verified, updated and communicated patient history prior to clinic appointments and procedures with providers.
- Relayed triage information and facilitated communication between provider and patient concerning patient disposition.
- Quickly responded to situations impacting safety and security to unit, actualizing crisis prevention interventions to control and de-escalate situations.
- Used first-hand knowledge and clinical expertise to advocate for patients under care and enacted prescribed treatment strategies.
- Identified Life Threatening and Non-Life Threatening conditions by conducting health screenings and reviewing patient histories.

2011-01 -
2019-01

Emergency Room Registered Nurse

Advocate Lutheran General Hospital, Park Ridge, IL

- Administered different therapies and medications in line with physician orders and treatment plan.
- Educated patients and answered questions about health condition, prognosis and treatment.
- Kept optimal supply levels in treatment rooms, triage and other areas to meet typical patient loads.
- Collaborated with physicians to quickly assess patients and deliver appropriate treatment while managing rapidly changing conditions.
- Communicated openly and collaboratively with all healthcare staff to organize successful patient care.

- Vaccinated patients to protect individuals from measles, pneumonia, influenza and other illnesses of concern.
- Collaborated with law enforcement on criminal cases by quickly reporting injuries and collecting needed evidence.
- Trained new nurses in proper techniques, care standards, operational procedures and safety protocols.
- Updated patient charts with data such as medications to keep records current and support accurate treatments.
- Teamed on trauma and emergency interventions involving serious head injuries, gunshot wounds and thoracic trauma.
- Identified Life Threatening and Non-Life Threatening conditions by conducting health screenings and reviewing patient histories
- Cared for patients in 30-bed unit, supporting fellow nurses in delivering outstanding treatment to patients
- Administered medications to the appropriate number of patients and monitored response to medications

Education

2022-05 -
Current

Certificate As A Medical Coder: Medical Coding

Career Step Academy - Ona, FL

1990-01 -
1992-05

Associate of Science: Nursing

Oakton Community College - Des Plaines, IL