

Nicole Koson, RN

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Professional Summary

Committed and hardworking individual that is dedicated to resolving issues and providing excellent patient care. Creative problem-solver with excellent multitasking aptitude.

Skills

- Clear Patient Communication
- Upbeat and Positive Personality
- Efficient and Detail-Oriented
- MS Office Proficiency
- Courteous with Strong Service Mindset
- Calm and Professional Under Pressure

Work History

Surgical Nurse|Aya Healthcare, Charlottesville, VA

April 2022-present

- Performed preoperative assessments on patients and evaluated overall health.
- Coordinated nursing care to be carried out according to facility guidelines and regulations.
- Provided effective bedside care to patients before and after procedures to deliver comfort.
- Updated patient charts with data such as medications to keep records current and support accurate treatments.

Surgical Nurse|Aya Healthcare, Huntley, IL

October 2021-April 2022

- Maintained sterile surgical environment and secured confidential data to protect patients' health and privacy.
- Created warm, supportive atmosphere to keep patients feeling safe and comfortable immediately before and after surgery.
- Monitored surgical patients and delivered quality level of care before, during and after operations to promote positive outcomes.

Operating Room Surgical Nurse|Swedish Hospital, Chicago, IL

September 2017-September 2021

- Experience work in laparoscopic procedures, vascular, cardiothoracic, and gynecology surgery
- Provide nursing care to the patient undergoing surgical procedures
- Provide exposure through the appropriate use of instruments, retractors, suctioning, and sponging techniques
- Assist physician during medical-surgical emergencies including intubations and invasive procedures

Labor and Delivery Staff Nurse|Swedish Hospital, Chicago, IL

February 2017-October 2021

- Interpret fetal heart monitors and identify abnormalities
- Assist patients during the delivery process
- Assist physicians with cesarean and other difficult deliveries
- Identify and manage patients with preeclampsia, multiple fetuses, gestational diabetes, and other high-risk obstetrical conditions

Preop/PACU Nurse|Chicago Aesthetic Surgery Institute, Rosemont, IL

August 2016-September 2021

- Prepare patients for surgical and in-office minor procedures
- Provide preoperative care including charting assessments, obtaining vital signs, and patient/family education
- Manage postoperative care and assist the patient in the recovery room leading to discharge
- Comply with HIPPA and JCAHO rules and regulations

Office/Clinic Coordinator|Chicago Aesthetic Surgery Institute, Rosemont, IL

May 2012-August 2016

- Serve as the initial contact person for the organization and greet patients upon arrival

- Schedule appointments and administer the appropriate follow-up of patients according to office procedures
- Notify appropriate personnel of each patient's arrival, and escort patient to exam rooms
- Check patients out as they leave and assist with financial payments
- Create electronic medical record for new patients and update record for existing patients
- Perform general clerical duties to support the activities of the medical office

Student Desk Officer|Saint Xavier University, Chicago, IL

July 2012 - April 2016

- Provide access control and maintain guest logs and inventory of guest badges
- Serve as liaison with Resident Life staff to maintain a safe and secure environment
- Report all incidents to on-duty patrol officers
- Implement emergency response procedures as required
- Answers phones and direct callers to appropriate staff members

Mail Clerk|Saint Xavier University, Chicago, IL

July 2011 - November 2013

- Sorted volumes of mail in a timely fashion
- Organized mail in a way so that delivery can be efficient
- Provided mail tracking services and resolved missing mail inquires
- Maintained cleanliness of the Mail Room and mailing equipment

Education

Saint Xavier University, Chicago, IL

Bachelor of Science in Nursing; minor in Psychology

Graduation Date: May 2016

Chamberlain University, Addison, IL

Master of Science in Nursing, Family Nurse Practitioner

Graduation Date: August 2021

Licensure & Certifications

Registered Nurse, State of Illinois, 2016-present

Registered Nurse, State of Indiana, 2021-present

Registered Nurse, State of Virginia, 2022-present

CPR certified through July 2023

ACLS certified through September 2023