

# Kelsey Heckman

## **Registered Nurse**

Greenville, IL 62246

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+1 618 975 3118

Authorized to work in the US for any employer

## Work Experience

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### **Nurse Manager**

SLUCare Physician Group - St. Louis, MO

June 2022 to Present

- Providing leadership to a team of nurses and medical assistants
- Responsible for recruitment of medical assistants, their training, management, and disciplinary action.
- Management of patient outcomes
- EPIC utilization for EHR
- Patient assessments
- Assistance with minor outpatient procedures

### **Executive Director**

Cedarhurst of Troy FKA Morningside of Troy - Troy, IL

November 2020 to June 2022

- Overseeing the community's daily operations.
- Building and recruiting an effective team of leaders by providing guidance and coaching to the community's management team.
- Ensuring adherence of the community's established policies and legal guidelines. Direct and oversee accounts for the community.
- Creating quarterly operational goals that are attainable.
- Collaboration with an engineering team and interior designer for the community remodeling project completed in 2021.
- Multi-community management skills.
- Navigation of operational management transition from Five Star Senior Living to Cedarhurst Senior Living

### **Director of Resident Care**

Cedarhurst of Troy FKA Morningside of Troy - Troy, IL

May 2019 to November 2020

- Creating a standard of care that complies with regulations and must be adhered to by the care team.
- Collaborating with team members, residents, families and outside agencies to improve the quality of services provided and to resolve any concerns.
- Managing resident health outcomes by making high-level decisions about patient care.
- I was responsible for recruitment of Resident Assistants, their training, management, and discipline.
- I received a promotion to the Executive Director role in November 2020.

## **Health Services Director**

The Fountains at Granite City - Granite City, IL  
August 2018 to April 2019

- Creating a standard of care that complies with regulations and must be adhered to by the care team.
- Collaborating with team members, residents, families and outside agencies to improve the quality of services provided and to resolve any concerns.
- Managing resident health outcomes by making high-level decisions about patient care.
- I was responsible for recruitment of Resident Assistants, their training, management, and discipline.

## **RN Unit Manager/ADON**

Sava Senior Care - Odin, IL  
April 2018 to June 2018

- Collaborating with team members, residents, families and outside agencies to improve the quality of services provided and to resolve any concerns.
- Overseeing care provided by nurses and certified nursing assistants.
- Managing resident health outcomes by making high-level decisions about resident care.
- Maintaining compliance with infection control policies.
- Wound care management
- Administered oxygen and blood products
- Performed patient assessments
- Managed nursing care coordination
- Performed rounds with primary care providers and other medical team members
- Assisted nursing team in a variety of services
- Developed and implemented discharge plans
- Analyzed and completed electronic charting
- Infusion therapy

## **Director of Nursing**

Cedarhurst - Collinsville, IL  
February 2018 to April 2018

- Creating a standard of care that complies with regulations and must be adhered to by the care team.
- Collaborating with team members, residents, families and outside agencies to improve the quality of services provided and to resolve any concerns.
- Managing resident health outcomes by making high-level decisions about patient care.
- I was responsible for recruitment of Resident Assistants, their training, management, and discipline.

## **Assistant Director of Nursing**

Rosewood Care Center - Edwardsville, IL  
November 2017 to February 2018

- Collaborating with team members, residents, families and outside agencies to improve the quality of services provided and to resolve any concerns.
- Overseeing care provided by nurses and certified nursing assistants.
- Managing resident health outcomes by making high-level decisions about resident care.
- Maintaining compliance with infection control policies.
- Wound care management
- Administered oxygen and blood products
- Performed patient assessments
- Managed nursing care coordination

- Performed rounds with primary care providers and other medical team members
- Assisted nursing team in a variety of services
- Developed and implemented discharge plans
- Analyzed and completed electronic charting
- Infusion therapy

### **Assistant Director of Nursing**

Caseyville Nursing and Rehab - Caseyville, IL  
April 2017 to September 2017

- Collaborating with team members, residents, families and outside agencies to improve the quality of services provided and to resolve any concerns.
- Overseeing care provided by nurses and certified nursing assistants.
- Managing resident health outcomes by making high-level decisions about resident care.
- Maintaining compliance with infection control policies.
- Wound care management
- Administered oxygen and blood products
- Performed patient assessments
- Managed nursing care coordination
- Performed rounds with primary care providers and other medical team members
- Assisted nursing team in a variety of services
- Developed and implemented discharge plans
- Analyzed and completed electronic charting
- Infusion therapy

### **Registered Nurse**

Southern II Healthcare Foundation - Vandalia, IL  
February 2016 to April 2017

- Collaborating with team members, patients, families and outside agencies.
- Assisting with minor procedures
- Analyzed and completed electronic charting
- Performed patient assessments
- Assisted nursing team in a variety of services

### **Quality Assurance Manager**

CARLYLE HEALTH CARE - Carlyle, IL  
July 2015 to October 2015

- Collaborating with team members, residents, families and outside agencies to improve the quality of services provided and to resolve any concerns.
- Overseeing care provided by certified nursing assistants and nurses.
- Managing resident health outcomes by making high-level decisions about resident care.
- Infusion therapy
- Maintaining compliance with infection control policies.
- Administered oxygen and blood products
- Performed patient assessments
- Managed nursing care coordination
- Performed rounds with primary care providers and other medical team members
- Assisted nursing team in a variety of services
- Developed and implemented discharge plans

- Analyzed and completed electronic charting

## **RN**

Helia Healthcare of Greenville - Greenville, IL  
October 2014 to July 2015

- Collaborating with team members, residents, families and outside agencies to improve the quality of services provided and to resolve any concerns.
- Managing resident health outcomes by making high-level decisions about resident care.
- Administered oxygen and blood products
- Infusion therapy
- Performed patient assessments
- Managed nursing care coordination
- Performed rounds with primary care providers and other medical team members
- Assisted nursing team in a variety of services
- Developed and implemented discharge plans
- Analyzed and completed electronic charting

## **RN Case Manager**

Heartland Hospice - Fairview Heights, IL  
July 2014 to October 2014

- Collaborating with team members, residents, families and outside agencies to improve the quality of services provided and to resolve any concerns.
- Managing resident health outcomes by making high-level decisions about resident care.
- Administered oxygen and blood products
- Performed patient assessments
- Managed nursing care coordination
- Performed rounds with primary care providers and other medical team members
- Assisted nursing team in a variety of services
- Developed and implemented discharge plans
- Analyzed and completed paper charting

## **RN**

CARLYLE HEALTH CARE - Carlyle, IL  
August 2013 to July 2014

- Collaborating with team members, residents, families and outside agencies to improve the quality of services provided and to resolve any concerns.
- Managing resident health outcomes by making high-level decisions about resident care.
- Infusion therapy
- Administered oxygen and blood products
- Performed patient assessments
- Managed nursing care coordination
- Performed rounds with primary care providers and other medical team members
- Assisted nursing team in a variety of services
- Developed and implemented discharge plans
- Analyzed and completed electronic charting

## Education

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### **Associate in Nursing**

Kaskaskia College

May 2013

## Skills

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- Assisted Living
- Skilled Nursing
- Case Management
- Botox Experience
- Dermal Fillers
- Triage
- Operations management (2 years)
- Epic
- Supervising Experience
- Infection Control Training
- Medical office experience
- Primary care

## Certifications and Licenses

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### **Botox and Dermal Filler**

Present

### **Certified Nursing Assistant (CNA)**

September 2010 to July 2013

### **Registered Nurse (RN) - Multi State Licensure**

July 2015 to April 2023

### **Registered Nurse (RN) - Illinois**

July 2013 to May 2024

## Additional Information

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### Professional References:

- David Seward, Regional Director of Operations, Five Star Senior Living 309.360.0434
- Grace Leathers, Executive Director, Five Star Senior Living, 619.252.6470
- Kelly Barron, Regional Director of Wellness, Five Star Senior Living & Cedarhurst Senior Living, 309.212.0018
- Carrie Jarvis, Regional Director of Wellness, Five Star Senior Living & Cedarhurst Senior Living, 417.529.5184