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# SARITA SCHOENBACHLER

## *Professional Summary*

Experienced healthcare leader adept at training and leading successful teams focused on delivering exceptional service to all patients. Talented problem-solver with excellent clinical, scheduling and budget administration skills.

## *Work History*

### **Wellpath - Health Services Administrator**

LaGrange, KY

10/2020 - Current

- Created and implemented organizational policies and procedures.
- Assisted with regulatory issues such as compliance.
- Recruited, oriented and trained healthcare staff members.
- Provided in-depth support to executive staff in regards to healthcare programs and administration.
- Managed team schedule and workflow between jobs.
- Maintained credentialing and immunization logs for employees and providers.
- Monitored status of individuals with chronic health concerns.
- Coordinated activities with Psychology and Medical Providers to align planning processes with targeted project outcomes.
- Oversaw accounting, budgeting, and financial reporting.
- Tracked and evaluated statistical data on healthcare activities to make effective program decisions.
- Consulted with healthcare professionals on business decisions.
- Developed and updated policies and procedures, maintaining compliance with statutory, regulatory and local, state and federal guidelines relating to HIPAA, benefits administration and general liability.

### **Wellpath - Director of Nursing**

LaGrange, KY

05/2019 - 10/2020

- Performed rounds to observe care and interview staff, residents and families.
- Developed positive employee relations, incentives and recognition programs to promote teamwork and mutual respect.

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📍 Mount Washington, KY 40047

## *Skills*

- Critical Thinking
- Employee Recruitment and Hiring
- Policy and Program Development
- Communication
- Leadership

## *Education*

05/2018

### **Jefferson Community And Technical College**

Louisville, KY

Associate of Science: Nursing

10/2009

### **Spencerian College - Louisville**

Louisville, KY

LPN Diploma: Nursing

## *Certifications*

CPR

- Participated in weekly management team meetings to discuss resident status, census changes and resident complaints or concerns.
- Recruited, hired and coached employees to offer high-quality, cost-effective care to all residents.
- Fostered excellence by example by "setting pace" and being hands on mentor to clinical staff.
- Recruited, hired and trained all staff, providing direct supervision, ongoing staff development and continuing education to employees.
- Communicated with patients, ensuring that medical information was kept private.

#### **Wellpath - RN**

LaGrange, KY

01/2017 - 05/2019

- Provided direct patient care, stabilized patients and determined next course of action.
- Administered medications via oral, IV and intramuscular injections and monitored responses.
- Collected blood, tissue and other laboratory specimens and prepared for lab testing.
- Secured controlled narcotics and distributed medication on schedule to meet patient needs and minimize misuse opportunities.
- Responded to emergencies and implemented appropriate nursing interventions.

#### **Family Allergy And Asthma - LPN**

Louisville, Kentucky

12/2014 - 07/2016

- Administered allergy shots to adults and pediatric populations
- Monitored for potential life threatening reactions to treatment
- Charted all injections and outcomes
- Checked patients in, verified insurance and scheduled appointments.
- Assisted providers in testing and treatments

#### **CCS - LPN**

LaGrange, KY

04/2012 - 01/2015

- Work as part of a healthcare team to assess patient needs, plan and modify care, and implement interventions
- Responsible for administering injections, monitoring patient responses, assessing vital signs, patient education, working with physicians, phone triage, ordering supplies, maintaining equipment, customer service and treating patients during emergency situations

#### **Marion Adjustment Center Marion Adjustment Center - LPN**

St. Mary, KY

12/2009 - 08/2013

- Work as part of a healthcare team to assess patient needs, plan and modify care, and implement interventions
  - Responsible for administering injections, monitoring patient responses, assessing vital signs, patient education, working with physicians, phone triage, ordering supplies, maintaining equipment, customer service and treating patients during emergency situations
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### *Additional Information*

- ADDITIONAL SKILLS , RN License

