

# Kelcea LaPorte

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To obtain a position in the healthcare industry that allows me to utilize my training in order to provide the best patient care, while allowing me to continuously learn, challenge myself and grow professionally.  
Goal: plans to go back to school to complete BSN.

## Work Experience

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### **Assistant Director of Nursing, Wound Treatment Associate**

Wausau Manor Health Services - Wausau, WI  
November 2021 to Present

### **Registered Nurse**

MeND Correctional Care (Marathon County Jail) - Wausau, WI  
January 2021 to March 2022

- Manage/Run Jail clinic and daily follow-ups
- Triage patient needs/sick calls placed
- Respond to Jail emergencies
- Full assessment/COVID testing upon intake of each inmate
- Medication orders
- Follow and implement company set protocols as there is not a MD on staff.
- Utilize critical thinking and nursing skills and ability to accurately care for patient's and the ever evolving needs/demands of the jail
- React/respond and always ready as there is often only one nurse on staff for Jail staff and 400 inmates.
- Assess/Triage Mental Health needs, get patient in contact with CRISIS
- On-call triage for another County's Jail
- Timely communication with Health Technicians, Jail administration, Jail staff, Lieutenants and Corporals.

### **Registered Nurse-Post Surgical Care Unit**

Aspirus Wausau Hospital - Wausau, WI  
April 2018 to March 2021

- Identifies opportunities to improve patient experience. Participates in projects/programs designed to enhance service delivery and patient satisfaction.
- Collects data using established assessment format.
- Assesses emotional needs and learning readiness to develop a holistic plan of care.
- Conducts and documents total nursing assessment of the health status of patients by collecting and recording subjective and objective data.
- Plans for care through the existing episode of illness onto the next level of care to promote continuity of quality care and optimal outcome.
- Defines and alters protocols/procedures to meet care needs of individual patients.
- Timely communication with CNA and other team members

## **Polysomnography Trainee**

Diagnosc and Treatment Center - Weston, WI  
February 2018 to March 2018

- Monitor and record sleep paerns connuously
- Prepare paent for study by hooking up to EEG, EKG, and other sleep equipment
- Fit and apply paent with CPAP, or BIPAP if needed
- Clerical dues
- Communicang with Medical Director regarding paents and protocol
- Billing for Services

## **Cerfied Nursing Assistant/Health Unit Coordinator**

Ascension Saint Clare's Hospital (PACU) - Weston, WI  
May 2017 to February 2018

- Prepare paent for surgery (clipping, apply TEDS)
- Gathering vitals (BP, pulse, Temp. ,Respiraons, Blood Glucose, O2)
- Assist with transportaon of paents
- Clean and turn over bays aer paent use
- Prepare bay prior to paent arrival (IV tubing, monitor hookup, etc.)

## **Assistant Director**

Sylvan Crossings Assisted Living and Memory Care - Wausau, WI  
February 2016 to May 2017

- Assisted in the on-boarding of caregivers, ensuring appropriate DHS training and compliance.
- Established and maintained posive working relaonships with staff, leadership, visitors and residents.
- Coordinated and assisted with new admissions, transfers, and discharge of residents.
- Transcribed physician's telephone orders, communicates with residents, family members, guardians, other interdisciplinary team members and management.
- Coordinated and reviewed Individual Service Plans (ISP's) with the resident, family members, management team, and the nursing staff.
- Conducted monthly staff meengs.
- Responsible for narcoc counts.
- Responding to resident emergencies and making appropriate decisions regarding the disposition of resident. Make required noficaons to administraon, physician, family and state agencies as appropriate.
- Acvely parcipated in the direct delivery of resident care by conducng rounds to ensure that residents were receiving the appropriate nursing care in an appropriate me frame.
- Ensured that a safe, comfortable, clean environment was maintained.
- Responsible for scheduling, subming payroll hours, ordering supplies, maintaining budgets and other clerical and administrave dues.
- Posion eliminated due to budget cuts

## **Operaons Coordinator**

Tender Reflecons Assisted Living and Memory Care - Weston, WI  
July 2015 to February 2016

- Provided leadership training and supervision of caregivers.
- Assistant to the facility Administrator.
- Responsible for scheduling staff.
- Conducted tours for potenal new residents and their family members.

- Maintained communication with physicians' regarding resident cares.
- Responsible for medication changes, updating the MAR, reviews and cycle counts.
- Responsible for charging and assisting with resident cares.
- Voluntarily terminated my employment because I was offered an Assistant Director position.

### **Occupational Health Administrative Specialist**

Overland Transportation Services (OTS) - Schofield, WI

July 2015 to February 2016

- Performed clerical and administrative tasks to include data entry, filing, ordering supplies, sending test results to employers, etc.
- Scheduled appointments for physicals, essential function evaluations and drug tests.
- Perform drug collections and breath-alcohol tests in clinic and at employer worksites.
- Administered random drug testing program for various employers.
- Roomed patients and obtained and recorded vitals.
- Maintained compliance with DOT regulations.
- Responsible for maintaining the reception area and cleaning exam rooms.
- Voluntarily terminated employment to accept a position at Tender Reflexions.

### **PM Supervisor/CNA**

Acorn Hill Assisted Living - Mosinee, WI

January 2012 to October 2014

- Assisted residents with activities of daily living including performing personal hygiene, dressing, eating and ambulating.
- Performed RN delegated duties - dispensed medications as ordered.
- Responsible for charging and data entry.
- Performed active and passive range of motion, and other activities with residents.
- Effectively communicated with patients (with disabilities, Alzheimer's and dementia).
- Provided emotional support to residents and families.
- Participated in palliative and hospice care measures to include post-mortem care.
- This was a part-time position. Voluntarily terminated my employment to pursue a full-time opportunity which allowed me to gain more experience and take on more responsibility.

### **Certified Nursing Assistant/Health Unit Coordinator-Post Surgical Care Unit**

- Gathering vitals (BP, pulse, Temp., Respiration, Blood Glucose, O2)
- Assist with transportation of patients
- Assist with activities of daily living
- Other duties as delegated by RN
- Prepare room prior to patient arrival
- Schedule and arrange follow-ups post surgery
- Assign incoming surgical patients to open rooms based on patient needs

## Education

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### **Associate Degree in Nursing**

Rasmussen College - Wausau, WI

March 2020 to March 2020

Mid-State Technical College - Wisconsin Rapids, WI

January 2013 to December 2013

## Skills

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- RN-current (exp. 02/2022) Compact License
- CPR AND AED
- current
- DOT Drug and breath & alcohol tesng
- Proficient with Internet, Microso Office
- Microso Word
- Excel
- PowerPoint
- Hospital experience

## Certifications and Licenses

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### **RN License**

### **Compact State Nurse License**

### **BLS Certification**