

Sarah Castellano

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Passionate and dedicated nurse with over 5 years of healthcare experience in a variety of medical settings, including private duty nursing, emergency medical technician, long term care, acute care and wound care/treatment nurse. Bringing forth the ability to thoroughly and accurately assess the health of patients and prescribe the proper treatment programs for optimal health moving forward. Adept in working as a collaborative team member to ensure that patients receive the highest level of care possible.

Work Experience

Care Coordinator & Admin Assistant

(Part- time), Always Best Care Fresno, LLC - Stockton, CA

January 2020 to Present

- Handling administrative requests and queries from senior managers
- Organize and schedule appointments
- Write & distribute email, correspondence memos, letters, faxes and forms
- Develop & maintain a filing system
- Submit & reconcile expense reports
- Act as the point of contact for internal and external clients
- Assist in Hiring & Training caregivers with their onboard requirements
- Consulting with patients & family members to discuss their health problems
- Educating patients about their condition, medication & giving them specific care & treatment instructions
- Developing a care plan to address patients' personal health care needs
- Handle patient case management and education
- Develop patient goals and monitor progress
- Maintain patient confidentiality and quality care

Human Resources Specialist

Always Best Care Senior Services - Corporate Office - Roseville, CA

January 2017 to Present

- Support all internal and external HR related inquiries or requests.
- Assist HR Manager with recruitment, record maintenance, payroll processing, and provide clerical support to all employees.
- Oversee the completion of compensation and benefit documentation.
- Create & implement effective onboarding plans
- Support the management of disciplinary & grievance issues
- Maintain employee records according to policy and legal requirements
- Review employment and working conditions to ensure legal compliance

Wound Care Treatment Nurse & Staff Nurse

College Oak Nursing & Rehab - SNF - Sacramento, CA

December 2020 to July 2022

- Monitoring the progress of treatment plans & making adjustments as needed
- Educate patients about their illness & treatment plan, as well as providing emotional support
- Assisting physicians during examinations or treatments by recording data on patients' health status
- Performing basic nursing tasks such as changing bandage or dressings, monitoring vital signs administering medications or collecting blood samples
- Preparing patients for surgery by shaving areas of the body where hair will be removed, applying antiseptic solutions & assisting with pre-operative tests
- Coordinating care with other medical professionals to ensure that patients receive appropriate treatment plans
- Develop, coordinate & implement comprehensive patient care plans with medical and clinical staff
- Assist patients with daily tasks such as bathing & dressing
- Offer education, emotional support & guidance for patients, families and caregivers

RN Supervisor & Staff Nurse

Arden Post Acute and Rehab - SNF - Sacramento, CA

December 2020 to June 2021

- Perform routine procedures such as recording vital signs, administering medications while also providing specialized TX for progressive and chronic conditions
- Provides educational and emotional assistance to patients and family members
- Performs detailed assessment and create comprehensive plan to deliver quality care for patients
- Admission and Discharge planning
- Operate medical equipment, monitor & assess patient status & record patient information in medical records
- Collaborates with physicians & multidisciplinary professional staff to implement patient care
- Meets nursing operational standards by contributing information to strategic plans & reviews.
- Protects patients & employees by developing & interpreting infection-control policies & protocols & by enforcing
- Maintains safe & clean working environment by implementing procedures, rules & regulations.
- Maintains a cooperative relationship among health care teams by communicating information, responding to requests & participating in team problem-solving methods.

EMT- Critical Care Transport Nurse

Help rescue 411 Foundation, Inc. - Cagayan de Oro

February 2013 to November 2013

- Performs scene size up by evaluating the safety of the scene & the ambulance crew and patient.
- provides emergency medical interventions to patients according to protocols such as provision of oxygenation and/or assisted ventilation, control of bleeding and initiation of basic life support.
- Renders emergency medical and/or trauma care based on the assessment findings.
- Constantly assesses the patient en-route to the emergency facility, administers additional care as indicated or directed by medical control.

Private Duty Nursing, (employed by a 3rd Degree Burn Patient)

Polymedic Medical Plaza - Cagayan de Oro

March 2012 to October 2012

- Assess the physical & emotional needs of patient
- Monitor patient vitals & take blood pressure readings
- Provide in-home medical assistance to patient

- Assist with feedings and ADL's
- Under the general direction of the physician, Nurse coordinates & provides patient care and assumes individual responsibility & accountability for the provision of nursing care
- Provides nursing care in accordance with hospital policies and procedures
- Examines, prepares, cleans and dresses patient burn wounds
- Promotes patients' well-being by teaching patients & families to understand burn wound conditions, medications & self-care skills

Education

Bachelor of Science in Nursing in Nursing

Lourdes College - Cagayan de Oro

June 2007 to March 2011

Skills

- Pain Management
- Infection Control
- Bedside Manner
- HIPAA Compliance
- Patience working in stressful conditions
- Dedicated and compassionate clinician
- Keen clinical assessment and independent problem-solving skills
- Clinical Skills
- Health promotion and maintenance
- Ability to work well with diverse populations
- Leadership & Mentorship
- Strong organizational, communication, and writing skills
- Physiological Knowledge
- Safety Focus
- EMT Experience
- Medication Administration
- Nursing
- Employee Orientation

Certifications and Licenses

RN License

BLS Certification

AHA Certification

Certified Wound Nurse
CPR Certification