

Rachel Jacob

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EXPERIENCE

Registered Nurse (Contract)

Feb 2022-Current

- Admission and discharge procedures per hospital policy
- Providing nursing care to patients in a Psych Behavioral Health Inpatient
- Setting EPIC EMR System
- Medication pass
- Monitoring patients and recording behavioral observations
- Float to other units to cover staffing shortage

Ingalls Hospital - Harvey, IL

Apr 2016-Apr 2022

Registered Nurse - Med Surg , Psych

- Provided nursing care in an outpatient Family Practice and Behavioral Health clinic setting
- Assessed patients medical and psychiatric needs for acute in-patient care
- Observation and medication prescriptions to behavioral health patients
- Triage patients; overseen 4 triage nurses; guided and served as a resource
- Performed behavioral health teaching in conjunction with skilled medical care and assessments
- Overseen the Covid testing site which included the daily opening and closing of the site, ordered supplies via IDPH, coordinated Covid specimen pick up with Reditus lab, and assisted in calling patients with positive/negative results, administered Covid tests and vaccines
- Ensured proper clinic workflow and provided day-to-day management of clinical staff, providers and registrars

Advocate Suburban- Peoria, IL

Apr 2015-Apr 2016

Registered Nurse

- Provided nursing care to patients in a Family Practice Clinic setting
- Triage patients in the phone room

- Roomed patients, worked on the in-basket calls, administered vaccines, took vital signs, performed point of care testing, assisted with procedures
- Orientated new staff
- Documented using EPIC as the electronic medical record system

Lutheran Hillside Village - Peoria, IL

Oct 2013–Mar 2015

Nurse Manager: Skilled Nursing

- Managed 2 units and provided nursing care to geriatric patients
- Educator of entire Care Center
- Created schedules, interviewed/hired staff, performed disciplinary action, solved complaints
- Performed yearly staff evaluations and reviewed incident reports
- Participated in trainings offered out of state
- Worked on-call one week a month and as weekend nurse manager every two months
- Performed in-services regarding various topics routinely and during new employee orientation
- Attended and facilitated leadership meetings

St. Clares Hospital Denville, NJ

Feb 2012–Jun 2013

Staff Nurse: Medical-Surgery

- Provided nursing care to adults on a 40 bed Surgical Unit
- Admitted and discharged patients, conducted head to toe assessments, daily medication pass, relayed critical results to physicians, performed wound dressings and blood transfusions, inserted IVs, coded patients and conducted CPR
- Cared for patients after surgical procedures
- Floated to other hospitals and units such as telemetry, orthopedics, and pediatrics
- Called doctors for orders and critical lab values

Wayne View Care Center Wayne, NJ

May 2011–Feb 2012

Charge Nurse: Sub-Acute Nursing Home

- Provided care to older adults on a 56 bed Sub-Acute Unit
- Called doctors for orders and critical lab values, conducted medication pass, cared for patients on g-tubes and dressings, tracheostomy, picc lines, IV care, wound care
- Conducted daily head to toe assessments and goal-oriented treatment plans
- Admitted and discharged patients
- Called doctors for orders and critical lab values
- Charge nurse of a 170-bed facility
- Managed any emergencies at night being the only RN in the building
- Filled out sub-acute midnight census and supervisors' book for all units in the building

EDUCATION

William Paterson University

- Master of Science in Nursing Administration - May 2013
- Bachelor of Science in Nursing – May 2010

SKILLS

- Bilingual
- EPIC
- EMR System
- MS Word
- Excel
- PowerPoint
- Outlook
- CPI Certified