

**Jennifer L. Rice**  
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**OBJECTIVE:**

To obtain a position in the community as a licensed professional nurse

**EDUCATION:**

Gateway Technical College- 2016 Licensed Practical Nurse  
Gateway Technical College- 2012 Medical Assistant Program  
Gateway Technical College- 2003 Certified Nursing Assistant  
Burlington High School- Graduate June 2004

**LICENSES: Licensed Practical Nurse- # 321659-31**

**EMPLOYMENT HISTORY:**

**Women's Healthcare, SC 03/2020- PRESENT**

**Licensed Practical Nurse**

- Clinic Nurse for obstetrics/gynecology
- Knowledge of obstetrics/gynecological health
  - Rooming patients, reviewing EMR, vital signs
  - Set up and assist with procedures
    - Hysteroscopy, polypectomy, myosure, novasure, colposcopy, LEEP, IUD, nexplanon, ECC
    - Nursing triage
    - Assistant with department flow
      - Ordering supplies
      - Patient education materials
    - Injections
    - Point of care testing

**Sage Meadows of Lake Geneva 10/2019- 02/2020**

**Associate Administrator, LPN**

- Overseeing clinical procedures in CBRF
- Medication orders; narcotic count; medication carts; MARS
- Managing staff, staff education; training of new employees
- Collaborating with team members to provide best care for residents
- Daily operations of house
- Patient care plans

**Preceptor Healthcare 04/2018- 10/2019**

**Licensed Practical Nurse**

- Homecare nursing to Milwaukee and Waukesha counties
- Wound care
- Catheter care
- Medication management for VA patient's
- Patient education
- Injections
- Head to toe assessments; vital signs, charting in EMR

**Ascension Healthcare (Wheaton Franciscan)- 04/2013- 04/2018**

**Certified Medical Assistant**

- Knowledge of Urological health
- Experience with pediatrics
  - In office procedures; Circumcisions newborns to age 2 years
  - Urological diseases in children from birth to adolescent
  - Urodynamic study procedure for school age children to adolescents
  - Rooming pediatrics; obtaining vital signs; health and history
    - Obtaining urine specimens
    - Assisting RN with patient education
  - Collaborating with parents/guardians and MD to ensure highest care provided; child comfortable in setting; needs are met.
- Triage phone calls; refilling medications; coordinating department flow
- Obtaining patient history, medical history & vital signs
- Setting up & assisting with procedures
- Cystoscopy, vasectomy, male hormone treatments, urodynamic, catheter care
- Performing point of care testing
- Use of EPIC, Horizon Plus, & Physician Portal

**Artisan Assisted Living & Memory Care 12/12- 12/15**

- Walnut Grove went under new management under the name Artisan; Worked as the Cook for 40 residents; ordering, prepping menus and calendars; prepping, cooking, and serving breakfast and lunch; prepping dinner.
- CNA- assisting residents with ADL's; medication administration; dining room duties; vital signs; laundry; bathing

**Walnut Grove Assisted Living 2004- 12/1/2012**

- Resident Cares such as; bathing, dressing, and grooming
- Medication Administration; monthly switch over of medications
- Documentation and Charting in medical administration records, vital signs
- Customer service; tours of building, interacting with family members and residents, marketing representatives, nurses, and doctors.
- Team leadership responsibilities