Oceanside, CA | ramirezimara@gmail.com | 209-642-2052

Healthcare professional with 15 cumulative years of experience (10 years as Licensed Vocational Nurse, 5 yrs. as Healthcare Admin Specialist). A.S. Nursing, Fluent English/ Spanish. Strong skills and experience working with Licensed Vocational nurses, doctors, patients, and family. Worked well with co-workers and in a team setting.

**EDUCATION |LICENSES | CERTIFICATIONS| EXPIRIENCE**

**Associate of Science in Nursing, Palomar College, San Marcos, CA**

Graduated May 2021

**Licensed Vocational Nurse, Maric College, Vista, CA**

Graduated June 2007

**Licenses**

**Registered Nurse**

Expires 10/2022

**Licensed Vocational Nurse, VN228178**

Expires 10/2022

**Certifications**

**Basic Life Support (BLS)- American Heart Association**

Expires 12/2021

 **PROFESSIONAL EXPERIENCE**

**Licensed Vocational Nurse, California Skin Institute, Encinitas, CA (01/2018-Present)**

Collaborated with 5 Doctors, a manager and 3 receptionists, 3-5 medical assistants. Onboarding LVN’s and Medical assistants. Servicing 20+/day patients and assisting with surgical and cosmetic procedures and implementation of tasks via leadership, communications, training, compliance, and administration.

* To minimize infection, monitor and maintain aseptic and sterile technique throughout procedures.
* Communicate pertinent information about a patient among doctors, medical Assistants, manager, receptionists, and pharmacist ensuring no HIPPA violations.
* Establish and maintain Interpersonal relationships with doctors, medical assistants, manager, receptionists, pharmacists.
* Advocate staff development by guiding, directing, and motivating subordinates to complete qualifications.
* Onboarding of LVN’s, Medical Assistants by teaching how to use EMR, charting of patient visit, set up for procedures such as skin cancer excisions, biopsies, cosmetic fillers, and laser treatments.
* Working in a fast-paced environment capable of servicing 15+ patients daily, duties include rooming patients, taking vital signs, updating health history and medications and assisting MD.
* Function in the role of assistant as necessary under the direct supervision of a surgeon by acting as a surgical technician for excisions, MOHS surgery, blepharoplasty, liposuction.
* Adept in analyzing patient and family psychological needs to minimize stress level & promote well-being.
* For outpatient procedures, reinforce discharge teaching and relate doctors/PA’s instructions to patients to ensure easy recovery.
* Perform basic dressing changes of skin cancer surgeries, suture removal, staple removal, and general wound care.
* Ensure patients RX’s were processed correctly with proper dosages to promote patient safety and minimize patient harm.

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**Home Health Nurse, San Diego Regional Center, San Diego, CA (01/2016-01/2018)**

* Performed Tracheostomy care and suction as needed.
* Administered medication via G-tube.
* Ensured comfort and safety of patients.
* Provided patient bathing and hygiene.
* Assisted patient with ADL’s.
* Administered G-tube feedings.

**Pre-op Nurse, Oasis Surgery Center, San Diego, CA (06/2007-10/2010)**

* Implemented the Pre-Operative care maintaining related records.
* Conducted preadmission interviews via phone and in person for all surgical patients.
* Reviewed medical and surgical history, current medications.
* Managed to start IV as ordered.
* Adhered to comply with all pre-op policies and procedures.
* Chart review for proper consents/obtaining signed surgical consents, relevant lab results, cardiology clearance.
* Prepared the patient for surgical procedures by making sure they were NPO, changed in gown, trimming hair of surgical site.

**Other Work-Related History**:

**Medical Receptionist, Golden Valley Health Center, Merced, CA (02/2001-10/2005)**