

Leia Cruz

Private Duty Registered Nurse/Respiratory Care Specialist (RCS) - Self-employed

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Authorized to work in the US for any employer

Work Experience

Private Duty Registered Nurse/Respiratory Care Specialist (RCS)

Self-employed

July 2011 to Present

Assess, monitor and maintain ventilator settings per care plan for patients from age 6 months-40 years

- Follow-up and coordinate doctor care and visits
- Monitor gastrostomy tube, tracheostomy, and ileostomy as well as pertinent cares, changes and troubleshooting

Registered Nurse/Case Manager

Recover Health - Waupaca, WI

September 2010 to May 2015

Monitor ventilator settings and patients

- Record and monitor vital signs
- Follow individualized plan of care
- Insurance assessments for individuals applying for or making a claim
- Supervisory home visits for case management of employees such as CNA's and personal care workers
- Skilled nursing visits to assess and monitor patients requiring technical nursing care such as wound care, IV medication administration and medication/disease teaching
- Maintain a professional working relationship with patients and their families

Camp Nurse

Lake Owen Action Sports Camp - Cable, WI

June 2009 to 2012

Work as a team with the medical staff; which includes nurses, athletic trainers & the Health Services Coordinator

- Provide care for sick campers (colds, headache, flu)
- Dispense medications
- Make clinic appointments
- Transport campers to hospital/clinic for care and evaluations as necessary
- Communicate status of sick or injured campers with parents and the main office
- On-call 24 hours a day
- Document all health Hut' visits and communications

Business Owner

Blue Top Family Restaurant & Banquet Hall - Stevens Point, WI

March 2008 to January 2011

Self-employed owner of a local restaurant

- Duties include food service and hosting
- Prepare payroll and pay accounts payable
- Banquet facilities coordinator for parties, funerals, and weddings. Including tasks such as food preparation, storage, service, and cleaning after the event

Office Assistant

CNA - Stevens Point, WI

January 2006 to July 2008

Preparing and filing of patient charts

- Collect, analyze, and record lab results such as urine samples and hematocrit
- Patient registration and pre-exam care such as vital signs, and eye exams
- Reception duties: assist with the billing process and coordination of appointments in English and Spanish
- Daily office cleaning and sanitization of equipment and supplies
- Assistance with technical procedures

CERTIFICATIONS, PROFESSIONAL MEMBERSHIPS, & VOLUNTEER WORK

- Registered Nurse/Respiratory Care Specialist-State of Wisconsin
- Current healthcare professional CPR/AED & BLS of Adult, Infant & Child
- Member of Mid-State Student Nurses Association (MSNA). Volunteer work such as blood drives, job fairs, and taking blood pressures at a wellness conference
- Volunteer for the Boys & Girls Club at the Cultural Festival
- Volunteer on Stevens Point City Attorney Campaign
- Mid-State Nursing Student Council representative, 2009-2010
- Current Wisconsin Real Estate Salesperson licensure

Education

Associate in Nursing Program

Mid-State Technical College - Wisconsin Rapids, WI

May 2010

International CPR Institute

Real Estate Sales Person Program

Mid-State Technical College - Wisconsin Rapids, WI

Skills

- Tube Feeding
- Nursing
- Medication Administration
- Banquet Experience
- Case Management
- Vital Signs

- Home Care

Additional Information

QUALIFICATIONS

- Private Duty Registered Nurse Provider for Wisconsin
- Pediatric & Adult Ventilator Certified (Respiratory Care Specialist, RCS)
- Clinical rotations include obstetrics/gynecology, pediatrics and a preceptorship in pediatric intensive care
- Full-time employment at pediatric clinic, developed trust and friendships with the patients and their families
- Fluent in English and Spanish
- Over ten years of experience in customer service-based industries