

Care Director

ROBERT SMITH

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Objective

Resident Care Director and professionally trained Nurse. Focused on team coordination and leadership to provide exceptional patient and family support. Highly effective at process improvement, team building and documentation, and census. Experienced Nurse seeking to advance and take next career step. Well versed in plan development. Focused on producing positive census outcome results and simultaneously providing high-quality care to patients.

Skills

Medication Tech, Ekgs, Diabetic Training, First Aide, Cpr, Vitals, Insulin Shots, Charting, All Office .

Work Experience

Care Director

ABC Corporation - August 2017 - Present

- Confirmed accurate completion of forms/reports for the admission, transfer and/or discharge of each resident.
- Devised plans to drive achievement of goals related to health, safety and employee relations.
- Applied continuous process improvement strategies to enhance case management, programs and clinical management.
- Improved patient outcomes and delivery of care through improved clinical quality processes.
- Defined medical and administrative best practices by writing policies and procedures.
- Led a diverse team of medical and administrative professionals in day-to-day clinic activities such as patient care, new business development, and patient relations.
- Administered financial management functions, including medical billing and collections, marketing and operational budgets.

Charge Nurse

ABC Corporation - July 2012 - August 2017

- Built rapport with patients and family members in an effort to deliver exceptional care.
- Ensured efficacy of treatments through monitoring of treatment regimens.
- Directed cost management, utilization management, quality assurance and medical protocol development initiatives.
- Maintained compliance with local, national and federal requirements by tracking staff education and certifications.
- Coordinated nursing department activities to ensure availability of appropriate clinical and support staff for resident care.
- Performed vitals/glucose testing and assisted in administering injections and urinalysis.
- Developed and produced all office flyer notifications for important policy changes, office news, and events.

Education

Associate Of Science in Business/Marketing - 2012(Luzerne County Community College - Wilkes-Barre, PA)