

# Robert Smith

## LPN Clinic Nurse

### **CONTACT DETAILS**

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### **PERSONAL STATEMENT**

Experienced LPN ready to utilize my education, experience, and talents as part of a growing healthcare and organization. I am a team player, honest, compassionate, efficient, energetic and professional striving to provide thorough, compassionate patient care while serving my assigned provider/facility. Understand the importance of confidentiality to patient trust and satisfaction. I always maintain a positive attitude and encourage the same in those I work with.

### **WORK EXPERIENCE**

#### **LPN Clinic Nurse**

**ABC Corporation - June 2006 - November 2007**

##### *Responsibilities:*

- Provided patient education on-site and over the phone.
- Completed insurance forms and referrals.
- Prepared patients for examinations, including basic diagnostic interviewing.
- Administered medications and vaccines, dress wounds or incisions, and assisted with minor procedures, assisting with instruments, injections, and suture removal.
- Called in medication refills and provided detailed prescription information to pharmacies per physician orders.
- Maintained a clean, safe, well-stocked patient care area, including patient examination rooms.
- Administered oral, rectal, subcutaneous, and intra muscular medications and/or injections.

#### **LPN Clinic Nurse**

**Delta Corporation - 2001 - 2006**

##### *Responsibilities:*

- Room patients, enter information to electronic medical record, perform blood draws and other ordered tests by provider, lead nurse for family .
- Triage patients, assisted physician, called in prescriptions/refills, insurance authorizations/referrals, patient education, covered for other .
- Skills Used I had to ascertain what was considered emergent situations and assist the physician in ensuring that appropriate care was given when .
- Room clients during clinic, take phone calls and triage in order or importance.
- Charted on clients, various other duties as assigned.
- Work in a full service clinic that specializes in geriatric care for one year at PACE.
- Also worked as a Home health Coordinator for over a year and a half at PACE.

### **SKILLS**

Communication Skills,  
Time Management.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

Reference - 1 (Company Name)  
Reference - 2 (Company Name)

## Education

MS