

JENNIFER B. DAVIS

OBJECTIVE

To secure a leadership role that utilizes my transformational, visionary, leadership style that impacts patients in an educational, positive way.

EXPERIENCE

10/24/22-Present **South Plains College** Levelland, TX **ADN Instructor**

- 3rd Semester Associated Degree Nursing Instructor
- Lecture focused on ICU-3rd Semester Complex Adult Topics
- Lecture focused on Med/Surg-2nd Semester Common Adult Topics
- Clinical rotations at UMC and Covenant Hospitals in Lubbock, TX
- Served as a Faculty Advisor to 3rd Semester students
- Served on ACEN Committee-Standard 1
- Served on Student Orientation Committee
- FERPA and HIPAA compliant
- BLS and ACLS certified

3/21/22-10/21/22 **Lubbock ISD-McWhorter Elementary School** Lubbock, TX **School Nurse**

- Manage student population of 550 students and staff of 82 *including medication administration to diabetic students, asthmatic students, ADHD students*
- working on immunization compliance
- *Performed Vision, Hearing, Scoliosis, Acanthosis screenings on students*
- *Performed Rapid Covid-19 tests*
- *Educated staff and students with monthly bulletin board updates on first aid, the body systems, diabetes, and immunizations. Also sent monthly emails to staff regarding Covid-19 updates.*
- *Member of the Safety Team and assisted to create the CEOP (Campus Emergency Operations Plan). Had Fire Drills, Inclement Weather Drills, and Active Shooter Drills*
- *Monitored clinic inventory equipment management, planned ordering and maintenance for clinic operation budget operation*
- *Attended 504 and ARDS meetings for SPED students that needed support*
- *Developed materials and trained staff in absence of healthcare personnel*
- *Maintained and checked monthly AEDs. Total of 1 in the school*
- *CPR Instructor-trained staff to become BLS certified. ACLS Certified.*

7/23/21-3/11/22 **Dallas ISD-WH Gaston Middle School** Dallas, TX **School Nurse**

- *Managed student population of 700 students and staff of 80 including medication administration to diabetic students, asthmatic students, ADHD students*
- *Increased immunization compliance from 78% to 99.52%*
- *Performed Vision, Hearing, Scoliosis, Acanthosis screenings on students*
- *Performed Rapid Covid-19 tests and helped provide a Mobile Covid-19 pop-up immunization clinic from the Texas National Army*
- *Educated staff and students with monthly bulletin board updates on first aid, the body systems, diabetes, and immunizations. Also sent monthly emails to staff regarding Covid-19 updates.*
- *Member of the Safety Team and assisted to create the CEOP (Campus Emergency Operations Plan). Had Fire Drills, Inclement Weather Drills, and Active Shooter Drills*
- *Monitored clinic inventory equipment management, planned ordering and maintenance for clinic operation budget operation*
- *Attended 504 and ARDS meetings for SPED students that needed support*
- *Developed materials and trained staff in absence of healthcare personnel*
- *Maintained and checked monthly AEDs. Total of 3 in the school*

**5/4/20-10/20/20 The Liver Institute at Methodist Dallas Medical Center
Dallas, TX **Nursing Clinical Coordinator (NCC)****

- *Paracentesis procedures: IV insertion and albumin infusion*
- *Prepared Daily Staffing Assignment and Covid-19 Visitor Screening*
- *Audited 20 MA Rooming Audits monthly*
- *Audited 20 Chart Prep Audits monthly*
- *Prepared Monthly Scribe Schedule*
- *Prepared weekly Pathology Rounds, Tumor Board, and Radiology Rounds*
- *Monitored clinic work-flow, coordinated and attended Team Huddles daily*
- *Removed PICC lines, foley cath removal, assisted with Perm-cath removal*
- *Managed Sample-Medicine Closet and audited monthly*
- *Daily Fridge temperature management, maintained log*
- *Daily glucometer control management, trained new staff on use*
- *Ordered Albumin, saline flush, Lidocaine, paracentesis supplies as needed*
- *Covered and managed the Tumor Board Coordinator when she wasn't present.*

- Facilitated Tumor Board meeting and Radiology Rounds meeting for 19 providers (MDs and APNs).
- Proficient in HCAHPS and Press Ganey reports. HIPAA compliant

10/14/19-3/8/20 **LifeCare Hospitals of Dallas** Dallas, TX

And **LifeCare Hospitals of Fort Worth** Fort Worth, TX

RN House Supervisor

- Supervised clinical staff (CNAs, LPNs, RNs, HUC, EKG Monitor Techs)
- Promoted and supported a collaborative team approach in providing care for all patients.
- Acted as a liaison for the unit(s) and provides physicians, families, and ancillary departments with direction and/or assistance as needed.
- Supported and interpreted policies, procedures, philosophy and objectives of the hospital.
- Facilitated staff analysis and feedback to CNO.
- Monitored patient volumes, quality of care, and performance of staff to identify areas for improvement.
- Close collaborative work with multidisciplinary teams (MDs, PT/OT/SLP, Pharmacy), highly effective communication skills, coached/mentored staff including disciplinary action when appropriate.
- Tracked and prepared reports for staffing productivity daily for the Unit Manager.
- Resource Manager, Patient satisfaction, and service recovery highly proficient. Investigation of event reports.
- Proficient in HCAHPS and Press Ganey reports. HIPAA compliant.

4/15/19-9/27/19 **UTSW Medical Center** Dallas, TX

CDI-Clinical Documentation Specialist

- Reviewed charts for MD documentation to assess: Risk Management, completeness, accuracy, and maximize insurance payments for services provided to patients.
- Ensured quality documentation for maximum reimbursement to the Organization.
- Facilitated collaboration with MDs to ensure most current ACDIS Coding, CMS, and ethical standards. HIPAA Compliant.

5/07/18-4/13/19 **UTSW Medical Center** Dallas, TX

RN Supervisor-Vascular Surgery Clinic

- Supervised 5 Direct Reports (1RN, 1 MA, 3 CSAs)
- Oversaw the operations of the unit to ensure smooth and efficient patient care management.
- Assured appropriate patient assignments to beds and staff.

- Completed daily rounding on patients and staff to ensure quality provision of care.
- Managed the unit to ensure patient and employee satisfaction while promoting safety and retention.
- Serves as a real-time resource and assists with clinical expertise for unit staff and physicians for problem-solving on patients, processes, and family issues.
- Coordinated quality initiatives and process improvements. Aligns and manages metrics.
- Functioned as a role model and encourages staff to participate in their own development
- Facilitated unit meetings and shared governance / leadership efforts.
- Provided patient care, supported vascular surgeons
- Prepared and facilitated monthly staff meetings, led daily staff huddles,
- Co-Chair for Professional Practice Council, completed bi-weekly payroll, staff scheduling, staff reviews/assessments/disciplinary.
- Wrote EOP and Inclement Weather Call Tree Procedures for Clinic. HIPAA compliant.

05/02/2016 - 4/30/18 **UTSW Medical Center CUH** Dallas, TX

Assistant Nurse Manager-12 North Med/Surg Unit

- Supervised 33 Direct Reports (25RNs, 6 CNAs, 2 HUCs)
- Nurse Manager Med Surg Tele was responsible for staff engagement and development including recruitment, training, ongoing professional development, performance evaluations, and terminations.
- Promoted and supported a collaborative team approach in providing care for all patients.
- Acted as a liaison for the unit(s) and provides physicians, families, and ancillary departments with direction and/or assistance as needed.
- Supported and interpreted policies, procedures, philosophy and objectives of the hospital.
- Facilitated staff analysis and improvement plans for Med/Surg employee satisfaction workgroup.
- Monitored customer satisfaction scores and implemented plans to improve them.
- Monitored patient volumes, quality of care, and performance of staff to identify areas for improvement.
- Close collaborative work with a multidisciplinary team (Mon.-Fri. MDR rounds with MDs, Soc Work, Care Coord, Pharmacy), highly effective communication skills, processed payroll, completed staffing schedule, coached/mentored staff including disciplinary action when appropriate.
- Maintained reports for Unit Manager for Direct Reports competency compliance.

- Tracked and prepared reports for staffing productivity daily for the Unit Manager. Member of hospital-wide committees.
- Fall Reduction report, Diabetes report, Informatics report, CAUTI).
- Office days and 2 Charge RN days every week providing patient care and rounding on employees.
- Resource Manager, Patient satisfaction, and service recovery highly proficient. Investigation of event reports and maintain information on Excel Spreadsheet.
- Ordering office supplies and maintenance of supply budget for unit. Chart audits and coach/mentor staff for compliance.
- Proficient in HCAHPS and Press Ganey reports. HIPAA compliant.

09/08/2014-4/29/2016 **Texas Health Resources Arlington Memorial Hospital** Arlington, TX

Clinical Nurse Leader Clinician V-Ortho Neuro Unit

- Microsystem Manager, Systems Analyst, Risk Anticipator, Quality Improvement Specialist, Care Coordination, Advocate, Liaison, Coach,
- Mentor, Educator. Member of several hospital-wide committees (Safety and Professional
- Practice House-wide Committee, CAUTI Reduction Committee, Evidence Based Practice Committee.
- Pivotal leader in a team of Social Workers and Case Managers to reduce length of stay and prevention methods 30-day re-admissions.
- Collaborated with PM&R MD for inpatient rehab placements. HIPAA Compliant.

06/10/2013-08/07/2014 **Hinsdale Hospital** Hinsdale, IL

RN Clinician II on 3-Surgical Unit Day Shift

- Point of Care Staff Nurse Day Shift.

10/22/2012-05/31/2013 **Hinsdale Hospital** Hinsdale, IL

Case Manager on 3 Surgical Unit

- Responsible for managing individual patient cases.
- Collaborates with Floor Nurses and Physicians to expedite discharge.
- Team player with Social Work Dept.

2/16/2009-10/19/2012 **Hinsdale Hospital** Hinsdale, IL

RN Clinician III on ICU Dept. Night Shift

- Charge Nurse and Point of Care Staff Nurse Night Shift
- Peer Reviewer and Preceptor
- Elected Chairperson for ICU Shared Governance and elected VP for PNP

12/22/2008-6/1/2009 **Interim Healthcare** Joliet, IL

LPN School Nurse for Joliet School Dist.

- Assess and treat elementary children for illness.
- Update computerized immunizations.

5/19/08-02/13/2009 **Edward Hospital** Naperville, IL

PCT/UC ICU Dept

- Patient care, patient transport, EKG tests.
- Computerized charting, admitting new patients, inputting new MD orders.
- Assisting Nursing Staff and MD's with patient care.

2/14/04-5/16/08 **Advocate Good Samaritan Hospital** Downers Grove, IL

CNA-PCT ER Tech

- IV starts, Lab draws, EKG tests, Wound Care, Splinting, Enemas, Patient Transport to various tests.
- Computerized charting.
- Assisting ER MD's, Trauma MD's, and Nursing Staff with patient care.

EDUCATION

2012-2014 Elmhurst College Elmhurst, IL

- Graduated MSN program May 31, 2014 Magna Cum Laude.
- Sigma Theta Tau International Society Member.
- Certified Clinical Nurse Leader on July 16, 2014.

2010-2012 Purdue University Calumet Hammond, IN

- Graduated BSN program May 20, 2012.
- CCRN certified, FCCS certified, ACLS certified, and CPR certified.

2004-2008 Joliet Junior College Joliet, IL

- ADN degree completed 12/19/08.
- RN Illinois State Licensed.
- LPN Illinois State Licensed.
- CNA Illinois State certified.
- CPR certified.
- Phi Theta Kappa Honor Society Member.

1987-1991 Naperville Central High School Naperville, IL

INTERESTS

Heritage Place Townhomes Board of Director President 2000-2009. Highly engaged in the Magnet Journey for Hinsdale Hospital, I was the elected Vice-President for the PNP, and I was the Intensive Care Unit Based Shared Governance elected Chairperson from 7/1/2010-10/21/2012. I was the Chairperson for the CNL Unit Based Council Committee at THR Arlington Memorial Hospital. I hold current memberships to the Clinical Nurse Leader Association, the American Association of Colleges of Nursing Graduate Nursing Student Academy, and American Association of Critical Care Nurses which are

professional organizations. I have a previous membership to the American Nurses Association which is a professional organization as well.