

BONNIE HOLLEY

PROFESSIONAL SUMMARY

Energetic and motivational Masters Level Registered Nurse dedicated to providing top-quality management and assistance to all staff. Looking for a position in a top-notch facility with a commitment to innovative processes.

SKILL HIGHLIGHTS

- RN, EMT-Basic
- Certified Correctional Healthcare Professional
- BLS Instructor
- Committed to compliance reporting
- Experienced in Critical Care
- Forensic Nurse Specialist certified
- SANE-A Trained
- Effective policy and program development
- Strong medical ethic
- Client-focused
- Infection control standards expert
- Corrections Management experience
- NCCHC certified

PROFESSIONAL EXPERIENCE

NEVADA SOUTHERN DETENTION CENTER

Pahrump, NV

Health Services Administrator

11/2019 to Current

Created and maintained facility documents and records, maintaining accuracy while managing sensitive data.

Oversaw the on-boarding and training of new healthcare team members.

Monitored contracts that were related to the strategic mission of the healthcare system.

Assisted the executive staff by providing extensive support for healthcare programs.

Assisted with the development of regulatory compliance systems.

Supervised team of pharmacy technicians, interns and support staff.

CITRUS COUNTY DETENTION FACILITY

Lecanto, Florida

Health Services Administrator

07/2017 to 11/2019

Oversaw the on-boarding and training of new healthcare team members.

Monitored employee and provider credentials and immunization statuses.

Managed work schedule and assigned tasks to individual staff. Provided patient diagnosis under strict time constraints.

Corresponded with operations staff to ensure key client deliverables and revenue goals were met. Supervised and evaluated the activities of medical, nursing, technical, clerical, service, maintenance and other personnel. Implemented standards and methods to measure the effectiveness of agency activities.

Assessed patients in active withdrawal and provided interventions to manage physical and psychological withdrawal symptoms.

Managed team of medical support personnel.

LOWELL CORRECTIONAL INSTITUTION

Ocala, FL

Director of Nursing

01/2016 to Current

Direct and assist nursing personnel and ancillary staff in day to day operations and foreseeing overall operations.

Supervise over fifty employees and other practitioners, led recruiting and hiring, managed employee review process and ensured compliance with state and federal regulations. Assists in updating policy and procedure as needed, working closely with nurse leaders to ensure best practice and evidence based nursing is available to all staff.

CITRUS MEMORIAL HOSPITAL

Inverness, FL

Nurse Educator

10/2014 to 01/2016

Lead instructor for BLS, ACLS and PALS. Conducted monthly orientation for new employees. Compiled updated information for Chief nursing officer in the area of nursing education needs and new classes available to staff.

Assisted when needed in areas of the hospital such as PACU, Pre-op and Telemetry.

DELRAY MEDICAL CENTER

Delray Beach, FL

Surgical Services RN

11/2008 to 10/2014

Sound, ethical and independent decision-making ability consistent with medical protocols. Performs all tasks with a patient-centered focus while seeking opportunities for improvement of processes and treatments. Evaluates patient care needs, prioritized treatment and maintained patient flow. Accurately documents all elements of nursing assessment, treatments, medications, discharge instructions and follow-up care.

WHITEHALL BOCA

Boca Raton, FL

Assistant Director of Nursing

06/2004 to 11/2008

Supervised nursing staff and other practitioners employees, led recruiting and hiring, managed employee review process and ensured compliance with state and federal regulations. Developed and maintained quality care systems and standards, including but not limited to, creating and improving medical protocols/guidelines.

MASTER OF SCIENCE: NURSING ADMINISTRATION

2012

Independence University, Salt Lake City, UT, United States

Graduated Summa Cum Laude

BACHELOR OF SCIENCE: NURSING

2004

Independence University, Salt lake City, Utah, United States

Graduated Dean's List