

# VERONICA BRIDGEFORTH

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## OBJECTIVE

Motivated and professional individual in pursuit of a position in healthcare to provide excellent patient care and satisfaction, while gaining medical experience.

## EDUCATION

**Charleston High School:** Charleston, IL

High School Diploma- **May 2017**

**Lakeland Community College:** Mattoon, IL

Certification of Nurse Assisting- **December 2017**

Associate of Arts Degree in Pre-Nursing- **May 2020**

**Lakeview College of Nursing:** Charleston, IL

BSN- **In progress (Fall 2021)**

## CLINICAL EXPERIENCE

Medical-Surgical

Critical Care Unit

Behavioral Health

Step-down Unit

Emergency Department

Long term care

## WORK EXPERIENCE

**Nextaff Nursing Agency:** Mattoon, IL, April 2020 - **Present**

Certified Nursing Assistant, Travel

**Sarah Bush Lincoln Health Center:** Mattoon, IL, December 2017-**Present**

Certified Nursing Assistant (Care Partner)

## SKILLS & DUTIES:

- Postoperative vitals
- Drain and chart colostomy & catheter bag output
- Wound care
- Perform CPR
- Perform CHG baths
- Test glucose
- Calculate intake and output
- Perform electrocardiograms
- Pain assessments
- Hourly rounding
- Obtain and record patient's vital signs
- Ambulate patients
- Apply sequential compression devices
- Obtain urinalysis, sputum, and stool samples
- Post mortem care
- Apply external catheters
- Apply telemetry
- Empty and record JP and bile drain and output
- Operate patient lifting equipment
- Patient repositioning
- Administer enemas
- Apply restraints
- Assist patients with activities of daily living
- Follow isolation precautions and infection control practices
- Collaborate with the RN
- Answer call lights promptly

**Sarah Bush Lincoln Health Center:** Mattoon, IL, December 2018-**Present**

Department Secretary (Clerical Partner)

## SKILLS & DUTIES:

- Document medical records
- Answer department phone
- Obtain confidential patient information
- Initiate discharge and transfer orders
- Operate Microsoft software
- Order supplies
- Cash handling
- Fax follow up appointment referrals to doctors
- Fax medical records to skilled nursing facilities
- Supervise patient's valuable belongings
- Notify RN and CNA of new admissions
- Relay messages from doctor to RN via telephone
- Make charts for new patients
- Break down charts and send to medical records

**County Market:** Charleston, IL, November 2016-August 2017  
Cashier, Pricing Associate

***SKILLS & DUTIES:***

- Stock shelves
- Monitor self-checkout POS
- Cash and change handling
- Verify and process checks
- Update sales prices in computer system
- Exchange cash with management
- Train new cashiers
- Verify coupons
- Customer service
- Operate intercom
- Scan merchandise
- Bag merchandise neatly
- Weigh produce
- Cover lunch breaks
- Gather carts
- Clear cart corrals
- Place sales tags
- Change prices in POS
- Verify identify of tobacco purchasers

***CERTIFICATIONS, ADDITIONAL SKILLS & AWARDS***

- Certified Nurse Aide- Illinois (Active)
- CPR & BLS certified through American Heart Association (Active)
- NHS- Phi Theta Kappa
- Dean's List
- President's list