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Satwinder Kaur

Professional Summary

Hardworking Registered Nurse with success providing individualized patient care. Committed to delivering best-in-class patient care through effective education and counseling. Proven leadership focused on increasing and enhancing patient care and satisfaction. Streamline safety protocols for comprehensive patient care.

Professional Experience

Extendicare - Long-Term Care Charge Registered Nurse

Georgetown, ON

12/2023 - Current

- Provided skilled nursing assessments and interventions for complex medical conditions, enhancing patient outcomes.
- Maintained accurate electronic health records, contributing to improved quality of care and regulatory compliance.
- Performed tracheostomy care for patients ensuring proper maintenance and function of tracheostomy tubes reducing complications.
- Participated in interdisciplinary meetings discussing clinical recommendations based on individualized care plans.
- Enhanced patient satisfaction by providing compassionate and individualized care to long-term residents.
- Led training sessions for new nursing staff on facility policies, procedures, and best practices in long-term care nursing.
- Delegated tasks appropriately to nursing assistants, ensuring efficient delivery of care services while maintaining quality standards.
- Contributed to a positive work environment by actively participating in unit meetings, sharing ideas to improve efficiency or address ongoing challenges faced by colleagues.

Humakare - Acute Care Registered Nurse

Mississauga, ON

05/2023 - 12/2024

- Collaborated with physicians to quickly assess patients and deliver appropriate treatment while managing rapidly changing conditions.
- Administered medications via oral, IV, and intramuscular injections and monitored.
- Educated patients, families and caregivers on diagnosis and prognosis, treatment options, disease process, and management and lifestyle options.
- Managed care from admission to discharge.
- Utilized critical thinking skills to prioritize nursing interventions based on patients' acuity levels and individual needs.
- Managed patients recovering from medical or surgical procedures.
- Observed and documented patient factors such as diets, physical activity levels, and behaviors to understand conditions and effectively modify treatment plans.

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📍 Brampton, ON L6R

Skills

- Appointment Coordination
- Administrative Duties
- Patient Relations
- Physician Assistance
- Medical Histories and Vital Statistics
- Patient Screening
- Medical Software Applications
- Specimen Collection
- Medical Records Management
- Patient Referral
- Medical Procedure i.e oral, IV, IM medication, wound care and culture, tracheostomy care, suctioning, catheterization.
- Strong clinical judgment
- Patient and family advocacy
- Infection control measures
- Wound care
- EMR / EHR
- Chronic disease management
- Chest pain management
- Medical recordkeeping
- Geriatric nursing
- Palliative care awareness

Education

Baba Farid University of Health Science

Punjab, India

Bachelor of Science: Nursing
Student nurse; worked in various departments i.e gynecology, cardiology, psychology.

- cardiology, PIMS Hospital, Completed in January 2009 to July 2010.

Special Needs Children - Community Nurse

Brampton, ON

07/2024 - 11/2024

- Recorded status and duties completed in logbooks for management.
- Supported daily hygiene needs of patients by assisting with bathing, dressing, dental care.
- Recorded patients' pulse, blood pressure and respirations (TPRs) to assess and document important health information.
- Provided compassionate and patient-focused care to cultivate well-being.
- Promoted clients' physical and mental health by engaging them in appropriate exercises and recreational activities.
- Transported clients to medical appointments or social engagements as needed while prioritizing safety during travel.
- Replaced bandages, dressings, and binders to care for wounds and encourage healing.
- Implemented physical therapy to support patient improvement in muscle tone, range of motion and injury recovery.

Bovalrd Urgent Care - Medical Office Manager

Brampton, ON

09/2018 - 01/2023

- Managed office logistics by scheduling appointments, maintaining files and collecting payments.
- Restocked each medical room with adequate supply of medications and supplies in preparation for patients.
- Prepared and processed patient referrals and transfer.
- Processed medical insurance claims and payments.
- Use EMR, ABLEMED to schedule appointments for doctor visits and procedures.
- Registered and verified patient records before triage with most up-to-date information.
- Received and routed laboratory results to correct clinical staff members.
- Coordinated patient scheduling, check-in, check-out and payments for billing.
- Assisted physicians in providing high-quality care, completing insurance forms and handling referrals promptly.
- Maintained strict compliance with HIPAA regulations, ensuring the confidentiality of sensitive patient information.
- Coordinated successfully with healthcare providers to ensure timely delivery of test results and prescription refills for patients.
- Managed the efficient flow of medical records by confirming accuracy, scanning documents into the EHR system, and securely storing physical copies.

Geriatrics - Community Personal Support Worker

Toronto, ON

09/2014 - 01/2017

- Recorded patients' pulse, blood pressure and respirations (TPRs) to assess and document important health information.
- Documented client progress in confidential manner.
- Observed and monitored client behavior and responses to treatment.
- Recorded details regarding therapies to keep patient charts updated.
- Implemented strategies for fall prevention in the home environment to minimize injury risk for elderly or disabled clients.
- Assisted clients in managing chronic conditions through close monitoring, lifestyle modifications, and adherence to prescribed treatments.
- Replaced bandages, dressings, and binders to care for wounds and encourage healing.

- maternity and gynecology, Berry hospital, Completed from september 2010 to novemeber 2011

10/2014

Mohawk College of Applied Arts And Technology

Hamilton, ON

High School Diploma

Certifications

- LICENSED REGISTERED NURSE
- BASIC LIFE SUPPORT- CANADIAN RED CROSS SOCIETY