

ANNOUNCEMENT: NURSE CONSULTANT (RN), GS-610-13

Name: Jacinda Davidson  
Social Security #:  
Citizenship: USA  
Previous Federal Employment: None  
Veteran's Preference: None

Home Address:  
2620 Dunnigan, San Diego CA 92104  
Home Phone: 619-555-1212  
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Work Address:  
State of California Department of Health Services Licensing and Certification (DHS)  
San Diego South District Office, 7575 Metropolitan Drive, Suite 211  
San Diego, CA 92108-4402  
Work Phone: 619 555-0000

SUMMARY OF QUALIFICATIONS:

- ++ Sixteen (16) years of progressively responsible experience in long-term and acute care Nursing [6 years as a Registered Nurse (RN), and 10 years as an Licensed Vocational Nurse (LVN)].
- ++ Expertise in the long term care facility certification process earned as a Minimum Data Set (MDS) Coordinator who repeatedly secured overall compliance.
- ++ Proactive patient advocate with in-depth knowledge of federal regulations and interpretive guidelines.
- ++ Additional strengths in assessment, treatment and rehabilitation plan development, problem solving, and clinical intervention.

EDUCATION:

California State University at San Diego, San Diego, CA, Associate Degree of Science in Nursing (ASN), 1997  
San Diego Mesa College, San Diego CA, Major: Nursing Prerequisites, 14 semester hours, 1990-1994  
College of Dental and Medical Careers, San Diego CA, Licensed Vocational Nurse (LVN), 2/89  
San Diego Mesa College, Long Beach CA, Major Nursing Prerequisites, 6 semester hours, 1986  
San Diego Mesa College, San Diego CA, Major Nursing Prerequisites, 10 semester hours, 1983-1984  
Cathedral Catholic High School, San Diego CA, diploma - 6/84

EXPERIENCE:

4/25/99-Present  
Nurse Evaluator (RN)  
State of California Department of Health Services Licensing and Certification (DHS)  
San Diego South District Office, 7575 Metropolitan Drive, Suite 211  
San Diego, CA 92108-4402, Work Phone: 619-555-0000  
Supervisor: Juanita Gomez, 619-555-5555 (May contact)  
Hours/Week: 40-plus; Salary: \$4594 monthly; Number of employees supervised: 0

Duties & Accomplishments:

Serve the State of California as a Nurse Surveyor for San Diego County nursing homes and developmentally disabled facilities.

Initiate the certification process using the state operations manual in conducting, long-term care facility, initial certification and recertification surveys. Execute all survey tasks and protocols, including the Quality of Life assessment, kitchen and food observation, abuse prohibition, medication pass, and drug regimen review. Validate findings with observation, interview, records review, and determination of avoidable and unavoidable events using survey protocols. Determine facility compliance based on survey findings, scope and severity level. Present findings at an exit conference with care providers, Ombudsman, and residents.

Document deficiencies using the principles of documentation on the Statement of Deficiencies (Form 2567).

+ Evaluated 6 times by Federal Oversight Survey (FOSS) Region 9 surveyors. Received excellent ratings at debriefing.

7/15/88-4/20/99

Charge Nurse (RN)

Point Loma Convalescent Hospital

3202 Duke Street, San Diego CA 92110

Supervisor: Martha Weed, 619-555-3333 (May contact)

Hours/Week: 40-plus; Salary: 22.50 hourly; Number of employees supervised: 7

Duties & Accomplishments:

As Charge Nurse in this 72-bed nursing home, supervised the admission, treatment and discharge of nursing home patients. Instructed patient and family on admission regarding diagnosis, prognosis, and in-residence care.

As Minimum Data Set (MDS) Coordinator, tasked with developing and implementing the MDS assessment process and patient care plans based on the MDS triggered and non-triggered Resident Assessment Protocols (RAP). Conducted patient care plan meetings with other interdisciplinary team members present to discuss provisions of care, goals and approaches, ensuring residents are maintained at their highest practicable functional level. Reviewed cases for discharge conditions and authorizations, performed patient discharge interviews and counseling. Documented all the following tasks on the appropriate forms.

Supervised nursing staff in the discharge of their duties, assigned duties to Certified Nurse Assistants (CNA). Also, served as treatment nurse providing decubitus ulcer and wound care and measuring wounds for degree of healing for documentation of weekly assessments.

- + Known as the "resident expert" in the Resident Assessment Instrument (RAI) process, providing assistance and practical advice to supervisor and colleagues.
- + Invited twice to accept the post of Director of Nursing but declined to pursue Nurse Evaluator path.
- + Always completed the MDS process on or ahead of time for its final transmission to the appropriate agency.

6/1/90-8/23/92

Nurse (LVN)

Scripps Mercy Hospital, San Diego Campus

4077 Fifth Avenue, San Diego, CA 92103

Supervisor: Suni Vela, 619-555-1234 (May contact)

Hours/Week: 40-plus; Salary: \$23.50 hourly; Number of employees supervised: 10-12

**Duties & Accomplishments:**

Charged with admissions assessment and comprehensive care of elderly and ventilator-dependent patients as an interdisciplinary medical team member in a 99-bed, long-term care facility. Fulfilled patient medical chart instructions such as administering medications, inserting intravenous lines (IV), catheters, and ventilator settings; set up equipment such as life support and monitoring devices; recorded readings from the monitoring devices; treated pressure ulcers. Conferred with team members individually and in conference settings regarding patient treatment, prognosis, and implementation of patient care plans. Counseled patients and family on patient care and prognosis. Recommended treatment or discharge based on experience, observation, protocols and training. Documented all mentioned tasks on charts, and forms.

6/20/88-5/31/90

Nurse (LVN)

Sharp Memorial Hospital, Rehabilitation Unit

7901 Frost Street, San Diego, CA 92123

Supervisor: Barb Milano, 858-555-8888 (May contact)

Hours/Week: 40; Salary: \$12.50 hourly; Number of employees supervised: 1-2

**Duties & Accomplishments:**

Provided total nursing care including new admissions assessment and discharge, administration of medications, treatments, IV monitoring, and patient and family instruction.

+ Voted "Best Nurse" in 1989 (hospital patient survey).

**PROFESSIONAL LICENSES:**

Registered Nurse (RN) - 1997

Licensed Vocational Nurse (LVN) - 2/86

**SPECIAL SKILLS:**

Computer training in and daily use of Microsoft Word, Outlook, Windows NT, and Aspen (Automated HCFA 2567 forms)

**TRAINING COURSES:**

- + Standard Minimum Qualifications Test for Long-term Care Health Facility Evaluators in Orlando FL, 2000 (Pass)
- + California State Health Facility Surveyor Training, Sacramento CA, 12 weeks, 1999
- + Minimum Data Set (MDS) / Resident Assessment Instrument (RAI), 1996 and 1998
- + Provision of care for residents with restraints, 6/2000
- + Care of Resident with Dementia, 9/2000
- + All Surveyor Conference, 6/2000

- + Principles of Documentation / HCFA 2567
- + Tube feeding and dining, 1999
- + Nursing Home Initiative (Abuse), 1999

-- KSA's follow --

## KNOWLEDGE, SKILLS & ABILITIES STATEMENT (KSA)

Announcement: RN-CO-02-047, Nurse Consultant, GS-610-13

Name: Jacinda Davidson

Social Security #:

### 1. Experience that provides knowledge of the survey and certification program. (MANDATORY)

I have a total of 16 years nursing experience. Within my career, I have served as both surveyor (for the State of California) and as the surveyed party as MDS Coordinator / Charge Nurse in the nursing home environment.

During the three (3) years, I was a Nurse Evaluator for the State of California (1999-Present). I conducted initial certification and recertification surveys of nursing homes according to the State Operating Manual.

During off-site portion of a survey I utilized the facility indicators, historical survey results, previous complaints, and Oscars 3 and 4. This information is then presented to the survey team members. Care concerns and flagged quality indicators are discussed. Resident selection is made in a collaborative effort with the team based on selected concerns and sentinel events.

I utilize all survey tasks, protocols, including the Quality of Life assessment, kitchen and food observation, abuse-prohibition, medication pass and drug regimen review. Validate findings with observation, interview, record review, and determination of avoidable and unavoidable events using survey protocols. Determine facility compliance based on survey findings and scope and severity level. Make a final presentation of these findings at an exit conference with care providers, Ombudsman, and residents. Document deficiencies using the principles of documentation on the Statement of Deficiencies form (Form 2567).

++ Received excellent ratings upon debriefing after each of 6 Federal Oversight Survey (FOSS) Region 9 surveys by federal nurse consultants.

I have another ten (10) years experience as the MDS Coordinator at Point Loma Convalescent Hospital, where I was responsible for development of the MDS, patient care plans and approaches to ensure residents achieve the highest practicable functional level. I also monitored hospital and patient conditions for compliance with federal guidelines.

I have completed formal training in survey, interview, observation, record review and evaluation techniques. These courses include: California State Health Facility Surveyor training (1999); Standard Minimum Qualifications Test for Long-term Care Health Facility Evaluators (2000); Minimum Data Set (MDS) / Resident Assessment Instrument (RAI), (1996 and 1998); Principles of Documentation / HCFA 2567. I also participated in the All Surveyor Conference, 6/2000.

### 2. Experience that provides knowledge of nursing homes and the nursing home survey process. (MANDATORY)

My entire sixteen 16-year nursing career, including 2 years of acute care, has been in state-licensed nursing homes. I have performed thousands of patient admissions and treatment and discharge assessments during this time. I have both supervised and administered patient care. I have instructed

patients, caregivers, family, medical staff in caring for the elderly, chronically and critically ill.

Besides my R.N. certification, my formal training includes nursing home issues and techniques as: Provision of Care for Residents with Restraints, 6/2000; Care of Resident with Dementia, 9/2000; Tube feeding and dining, 1999; and the Nursing Home Initiative on Abuse, 1999.

### 3. Experience that provides knowledge of the resident assessment instrument (RAI)/minimum data set (MDS) used in nursing home.

Throughout my 16-year nursing career, I have been an advocate of both compassionate and quality care for my patients. Within my career as both surveyor (Nurse Evaluator for the State of California) and as the surveyed party (as MDS Coordinator / Charge Nurse), I have conducted surveys utilizing the MDS to confirm or refute patient care issues, and to ensure resident needs are being met.

The RAI /MDS ensures quality care is delivered in nursing homes by helping facilities identify residents' needs and strengths and developing the appropriate care plan. When utilized appropriately by the facility itself, it can help that facility attain higher levels of care quality, as well as help the facility identify specific resident needs and flag potential problems.

### 4. Ability to develop and conduct training programs and presentations for large groups.

During my entire 16-year nursing career, I have provided both patient and family counseling regarding patient diagnosis, prognosis, and treatment. I establish a rapport with my audience, ensuring eye contact and that they understand all information. I have conducted and participated in meetings with the interdisciplinary care teams (consisting of all facility caregivers, doctors, nurses, dietitians, physical therapists, psychologists, etc.) to develop long and short-term treatment and rehabilitation plans, to report and resolve problems, and to offer suggestions that would benefit the entire facility's future health care operations.

In my MDS Coordinator position, I was known for my expertise in the areas of RAI and/ Resident Assessment Protocols (RAP). In my present position, I am still sought daily by supervisors and other evaluators for on-the-spot advice. I advise staff on the protocols and regulations defining MDS components and time frames.

### 5. Ability to prepare a wide variety of written products.

In my job as an MDS Coordinator, I gathered data and recorded resident assessment information for the MDS. I also provided written addendum, summaries and e-mail regarding resident assessments due, conclusions and recommendations to interdisciplinary team members. Then I presented the information to the Quality Assurance Review Committee.

Throughout my nursing career, I have faithfully documented my daily, routine activities with chart notation, activity logs, written summary, and forms. The routine activities include administration of treatment, and medication; patient care conference summaries, and patient weekly assessment.

In addition to routine activities, I recorded emergency events and treatments, and other major issues requiring detailed accounting. I prepared and presented any new findings, concerns, and trends to the Quality Assurance Committee quarterly.

Another major area of writing is admissions and discharges. These require reporting and the securing of doctor, patient, and responsible party forms and consents. Many of these forms require obtaining signatures other than my own for final processing. I ensure the patient and family understands their patient rights and has knowledge of the procedures and treatment they will undergo by providing the appropriate forms and explanation if necessary.

My writing or printing must be legible and detailed enough so that the person reading the account fully understands it. This is critical, because if for some reason I am unavailable for questions, the person must be able to carry on without work stoppage and without error.