

Licensure

Registered Nurse State of Florida RN 3100892

Employment

HCA West Florida Division Office-3031 N. Rocky Point Dr. West, Tampa, FL 33607
Jan 7, 2013 to Present

Division Director of Clinical Documentation Improvement HCA West Florida Division

February 2015 – Present

Manage the clinical documentation improvement programs in the 15 West Florida Division hospitals. Supervise 26 Clinical Documentation Specialists and 2 Division CDI specialists. Evaluations, Kronos, Lawson, responsibilities.

Primary duties include: Developing and implementing CDI strategies, capitalizing on facility best practices. Providing facility specific CDI analysis and making recommendations for process improvement. Ensuring that improvement opportunities are appropriately channeled to effect change. Intervening with facility CDI programs to address and resolve issues related to facility CDI process. Identifying educational opportunities and coordinating division and facility based training programs. Facilitating orientation of new CDI staff. Monitoring and analyzing trends in the CDI process. Developing and implementing action plans to maximize the CDI program in the division. Facilitating the development and review of division/facility CDI plans to ensure compliance with internal audits, state and federal regulatory requirements. Monitoring productivity of CDI staff and coverage rates. Physician training and education. Working with Physician Advisors to address outlier physicians. Performing chart reviews to ensure appropriate documentation. Monitoring and addressing low physician response and agree rates to queries. Working with HIM and hospital on delinquent queries. Working with HIM and CDI on month end close process to ensure accuracy of interim Coding on unbilled accounts.

West Florida Division CDI Manager-Jan 2013 to Feb 2015

Training and mentoring 47 CDIs and 3 Division CDIs in 16 facilities in the West Florida Division. Responsibilities include: Developing and implementing CDI strategies, capitalizing on facility best practices. Providing facility specific CDI analysis and making recommendations for process improvement. Ensuring that improvement opportunities are appropriately channeled to effect change. Intervening with facility CDI programs to address and resolve issues related to facility CDI process. Identifying educational opportunities and coordinating division and facility based training programs. Facilitating orientation of new CDI staff. Monitoring and analyzing trends in the CDI process. Developing and implementing action plans to maximize the CDI program in the division. Facilitating the development and review of division/facility CDI plans to ensure compliance with internal audits, state and federal regulatory requirements. Monitoring productivity of CDI staff and coverage rates. Physician training and education. Working with Physician Advisors to address outlier physicians. Performing chart reviews to ensure appropriate documentation. Monitoring and addressing low physician response and agree rates to queries. Working with HIM and hospital on delinquent queries. Working with HIM and CDI on month end close process to ensure accuracy of interim Coding on unbilled accounts. Oversight of CDI Education, orientation, auditing of queries and opportunities for 34 CDIs in 16 Facilities.

Regional Medical Center Bayonet Point-14000 Fivay Rd, Hudson, FL 34467 (727) 819-2929

October 22, 2007 to January 4, 2013

October 22, 2007 to May 3, 2009 Case Manager

May 4, 2009-to Sept 18, 2011- CDI Specialist

Sept 18, 2011-Jan 4, 2013 Lead CDI Specialist

Lead Clinical Documentation Integrity Specialist-Piloted electronic queries for HCA West Florida Division, after successful pilot rolled out strategy and step by step to all other hospitals in Division. Projects with Corporate for e-query re-design. Assist coding to reduce Bill 49 accounts. Assisted Med City Dallas with electronic review roll out and reports. Data analysis, track and trending, spreadsheets, data tables and reports to identify areas for improvement, Physicians to target with additional education. Auditing of CDI Team Queries, visiting Physicians, CDI Team Meeting Agenda, Mentoring other CDIs in facility and at sister facilities. Power Points on CDI for Physician CME lectures. Tip Cards for Physicians. Daily chart review and queries. Attend HAC Committee, Sepsis Committee and Unbilled Committee to identify areas where CDI can assist in a complete and accurate medical record.

Proficient with Microsoft Office, Word, Excel, Power Point, Outlook.

May 4, 2009-to Sept 18, 2011

Clinical Documentation Integrity Specialist-Facilitate appropriate clinical documentation to ensure the level of services and acuity of care are accurately reflected in the medical record. Perform admission reviews for specific patient population using clinical documentation guidelines. Consistent improvement toward benchmarks of 90-95% charts reviewed, 30% Query Rate, with consistent improvement in physician response rate and improved CMI.

Initiate and perform concurrent documentation review of selected inpatient records to clarify conditions/diagnosis and procedures where inadequate or conflicting documentation is suspected. Communicate with individual physician or medical staff departments to facilitate complete and accurate documentation of the inpatient medical record. Serve as a resource for physician to help link ICD-9-CM coding guidelines and medical terminology to improve accuracy of final code assignment. Work in collaborative fashion with coders and case managers concurrently reviewing the inpatient medical record to assure a correct provisional and final DRG assignment. Monitor and evaluate effectiveness of concurrent chart review and query outcomes at designated intervals. Report concurrent chart review and query outcomes to Documentation Director at designated intervals. Identify, assist and participate in intradepartmental and interdepartmental special projects involving the accuracy of physician documentation.

- Developed list of physicians responding/not responding for Director to take to UR meeting and marketing to target non responding physicians.
- Developed Physician Education Program including mailbox handouts, flyers posted by dictation areas, one on one teaching, created educational book with packets for marketing liaison to take to non responding physicians. Created education tools to leave on charts re: specificity.
- Created and developed teaching guide and trained new Clinical Documentation Specialists from other division facilities.

- Development teaching guidelines/handouts for rolling out CDI program to individual nursing units.
- Hosted Florida ACDIS Regional Chapter Meeting with St. Patrick's Day Theme
- Hosted Florida ACDIS Regional Chapter Meeting with Kentucky Derby Theme and 3 speakers with attendance by 13 hospitals with 30 representatives. Applied for and received authorization to offer CEUs in CCDS for program.
Received accolades from CEO, CFO, COO, Director and Education.
- Member of Association of Clinical Documentation Improvement Specialist-National and Regional since 2009.
- President Employee Action Group February 2010 through present
- Peer Review Committee September 2012 to present
- Vice President of Florida Chapter ACDIS 2010-2011 & 2011-2012
- Requested by Director of Case Management to sit in on employee candidate interviews for Case Management as well as Clinical Documentation.
- Co-created and hosted Florida ACDIS Trivia Contest for National ACDIS Conference 2011 -2nd day Network Luncheon
- Served on 2012 National ACDIS Conference Committee
- Published article on Presentation Pearls from Orlando Conference in Special Supplement to the ACDIS Conference Sept 6, 2011 by Melissa Varnavas
- Published article in CDI Horizons newsletter-MedPartners

October 22, 2007-May 3, 2009

Case Manager, RN/Utilization Review-Case Management with average case load of 30 patients-assessing for discharge planning needs, reviewing daily length of stay for acute care hospital inpatient criteria and medical necessity. Daily clinical review to managed care insurance carrier to obtain authorization for hospitalization, including VA and KePro for Medicaid insured patients. Coordination with nursing and other departments to ensure efficient, cost effective utilization of resources providing high quality patient care. Arranging and coordinating discharge needs including transfer to other facilities; including inpatient psychiatric hospitals, acute rehabilitation hospitals, outpatient IV antibiotics, dialysis and wound care, home health, physical therapy and skilled nursing facilities.

Citrus Memorial Hospital-502 W. Highland Blvd-Inverness, FL 34452 (352) 726-1551

August 29, 2005-October 21, 2007

Utilization Review Nurse-Job duties divided with restructuring of department-September 2007-Monitor patient care through concurrent review of the medical record interfacing with the health care team, reviewing for medical necessity criteria required by the payor and taking appropriate action to obtain authorization for the hospital stay. Efficient utilization of services and resources to promote quality cost-effective outcomes. Completing DRG physician tool to advise length of stay based on diagnosis. Kepro: concurrent, retrospective and reconsideration claims. Denials. Core Measure compliance focusing on Congestive Heart Failure. Daily meetings with case managers and charge nurses to achieve patient care goals and using resources effectively and efficiently.

Continuing Education: Audioconferences:

Sept 26, 2007- "2008 Medicare Severity DRG Update: Understand the documentation and coding impact" hcPro

Sept 14, 2007 - "Assigning Discharge Dispositions: Take a team approach to success under MS-DRGS" hcPro

May 30, 2007 - "Preparing for Severity Adjusted DRGS: Strategies for successful implementation" hcPro

Case Manager-March 2006-September 2007-Coordinates with other health team members to expedite medically appropriate cost-effective care, utilization review and discharge planning. Establishes appropriateness of patient's admission, need for continued stay, chart review to ensure compliance with care paths, clinical review of hospitalization and submission to payors.

Resource Nurse-August 2005-March 2006-Registered Nurse, ACLS and BLS certified experienced in CCU, Telemetry, Medical and Surgical-assigned as needed.

BayCare Home Care-Crystal River Office-1582 N. Meadowcrest Blvd, Crystal River, FL 34429
(352) 795-4495-July 31, 2004-August 26, 2005

Registered Nurse/Case Manager-Home Care patient visits for Medicare and managed care-specializing in wound care, IV medication administration, observation, assessment, teaching and training on meds, disease states including but not limited to diabetes, cardiovascular and respiratory to help patient become independent. Additional training in Chemotherapy and Advanced Wound Care including wound vac.

Citrus Cardiology Consultants, P.A.-308 W. Highland Blvd, Inverness, FL 34452-(352) 726-8353-March 11, 2002-July 30, 2004

Registered Nurse-Primary nurse for Dr. Sharon Martin, FACC. Telephone triage, calling patients to review labs and doctor recommendations, flushing infusaports, IV sites, patient education specializing in lipid management and heart failure, general office nursing. Holter monitors, stress lab, EKG interpretation.

West Marion Community Hospital-4600 S.W. 46th Court, Ocala, FL 34474 (352) 291-3000-March 2003-June 2004

Registered Nurse Critical Care Unit-PRN position usually one weekend a month to keep critical care skills honed.

Citrus Memorial Hospital-502 W. Highland Blvd, Inverness, FL 34452 (352) 726-1551
August 26, 1996-April 2002.

Registered Nurse-Progressive Care Telemetry Unit/CCU -May 1997-March 2002-patient care through use of nursing process of assessment, planning, implementation and evaluation. Frequent float (majority of assignment) to CCU-next in line for full time transfer to CCU. Administration of cardiac medications, peritoneal dialysis, telemetry, implementation of Advanced Cardiac Life Support, vent management, central lines, A-lines.

Registered Nurse-Medical/Surgical August 1996-May 1997-patient care utilizing multidisciplinary approach. Skills and knowledge within nursing standards and hospital policies.

Education

Currently enrolled-American Sentinel University/Post University MBA Healthcare Administration-anticipate graduation Sept 2021

Western Governors University RN to BSN Graduated July 12, 2019.
AD Nursing-graduated with distinction
June 1996 Pace University, Pleasantville, NY
Completed courses towards BSN and minor in Criminal Justice
Earned ACDIS CCDS certification June 2010
Attended 5th Annual Association of Clinical Documentation Improvement Specialists Conference
in San Diego, CA May 2012
Attended 4th Annual Association of Clinical Documentation Improvement Specialists Conference
in Orlando, April 2011
Attended 3rd Annual Association of Clinical Documentation Improvement Specialists Conference
in Chicago, June 2010
President of Employee Action Group-Regional Medical Center Bayonet Point 2010, 2011, 2012
Member of HCAHPS team-Regional Medical Center Bayonet Point 2010
Team captain for American Heart Association Heart Walk 2010, 2011& 2012
CCRN Exam review-Tampa General Hospital 2002
ACLS
Previous instructor CPR for American Heart Association and American Red Cross
Emergency Medical Technician-Defibrillation 1990-1996
Critical Trauma Care Certification 1992
Attended American College of Cardiology Scientific Sessions-Orlando, FL March 2005
Attended Cardiovascular Conference-Regional Medical Center-Bayonet Point,
multiple times

BUSINESS EXPERIENCE:

Putnam Valley Police Department, 273 Oscawana Lake Rd, Putnam Valley, NY 10579 1992-1996

Supervisor-Margaret Bradley

Dispatcher-Handled emergency calls and dispatched police, fire and ambulance. Ran criminal history and NYSPIN data including license, registration, warrants, article entries.
Received commendation for coordinating communications for multiple agencies simultaneously on a search and rescue drill.

Carlson Kids Family Daycare-313 Lake Drive, Lake Peekskill, NY 10537 1991-1994

Owner and operator of a state licensed family daycare.

Ralph Steinberg, Inc. 50 Pocono Rd, Brookfield, CT 06804 September 1987-August 1991

Wholesale Leather Importer-Supervisor-Zsolt Papp

Inventory Control Supervisor-Oversight and management of inventory control team. Team responsible for maintaining accurate and up to date inventories on computerized system, posting, updating and resolving discrepancies. Met goal of keeping lean inventory while maintaining enough to meet demand. JIT-Just-In-Time inventory control practices. Reconciled inventories on a monthly basis. Liaison with external auditors. Visits to warehouses to monitor inventory and leather tanning facilities in Massachusetts.

Member of Danbury, Connecticut Chapter of APICS-
American Society for Production and Inventory Control

Kimchuck Inc. 1 Corporate Drive, Commerce Park, Danbury, CT 06810 October 1986-September 1987

Purchasing Assistant-Expedited and placed purchase orders with subcontractors. Sourced vendors, quoted and negotiated prices in a fast paced environment. Interfaced with stock room, customer service, engineering, quality assurance and sales departments.

Sealed Air Corporation, Old Sherman Turnpike, Danbury, CT 06810 1981-April 1986.

Supervisor-Bill McAuley

Purchasing Assistant- Expedited and placed purchase orders with subcontractors. Sourced vendors, quoted and negotiated prices, Interfaced with stock room, customer service, engineering and sales departments.

Production Control Clerk-all documentation pertaining to inventory control in a manufacturing environment. Additional experience preparing shipping documents for foreign shipments.

Mailroom Supervisor-organized and streamlined mailroom into an effective communication center.

Created "Who's where at Sealed Air" an alphabetical listing of all employees in regional and international plants.

4 promotions within 5 years

Received company's third Mark of Excellence award.

Safety chairman for Danbury Facility

Chosen as plant coordinator for "Buck a Day" cost savings program that resulted in \$40,000.00 savings for facility with a 93% participation rate.