



Sample Portfolio

NURSING

Educational Goal Statement

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Educational Goal Statement

One of my main short-term educational goals is to complete my Bachelor of Science in Nursing (BSN). My current workplace is pushing for all nurses to have a bachelor's degree. My current job title is interim clinical director. A requirement to be a clinical director is to obtain a bachelor's degree; a master's degree is preferred. I am hoping this class will help me achieve my short-term goal quicker by using my experience to decrease the classes I will need to take. This will free me up to focus on the classes with the information, and skills to improve in my current position. Once I complete my short-term goal and achieve my registered nurse to Bachelor of Science in Nursing, I hope to continue my education in Administration. This degree will help me to improve in my current position and move up the career ladder.

I received my associate's degree in nursing back in the early '90s. During nursing school I worked at Oklahoma Memorial Hospital, which is now OU Medical. Once I graduated, I began my career working at Children's Hospital in Oklahoma City. I enjoyed floating to every unit while I was there; this gave me a great deal of knowledge. I left there in 1997 to help open a women's hospital. I became the nurse manager over the nursery/special care area until I was offered the clinical director's position. When this position was offered to me one of the stipulations was I had to go back to school. I had been out, as you can see, for many years. This was a little frightening to me at first. I had never thought I would go back to school. I have always been successful with just my associate's degree. Of course, I never thought I would be offered the clinical director's position either, not in my wildest dreams. It really caught me off guard. This is not something I thought about. I was content (at least I thought I was) with my current position.

I am very passionate about learning new things. I have always been the nurse that volunteered for any and every project, class, or learning opportunity. I pride myself on being able to float to any patient care unit or work on any computer program available at the hospital. Seeking knowledge on a daily basis is my thing. If I don't know something I look it up, no matter how big or small it may be. I think this is why I have been so successful without having a bachelor's degree. I am now needing to move to the next level to continue my career. Once I receive my bachelor's degree, I hope to be better equipped to improve processes, safety measures, and communication in my current position.

Expanded Résumé Entries

Employment History

[REDACTED]
Position Title: Interim Clinical Director
Position Type: Direct Hire
Start/End Dated: 9/2015-Present

I oversee the daily operation of the following units: Nursing Medical Surgical, Labor & Delivery, Newborn Nursery, Special Care, Lactation Inpatient and Outpatient Clinic, Emergency Department, Environmental Services, Dietary Services, and Massage Therapy.

[REDACTED]
Position Title: Staff Nurse
Position Type: Direct Hire
Start/End Dated: 9/2010-8/2017

Worked in Labor & Delivery unit, Women's Center. Duties included safe and competent newborn nursing care, educating parents, assisting physicians with patients, attending vaginal and cesarean deliveries, assessing newborns for any anomalies or health issues, stabilizing and transitioning newborns with any respiratory difficulties or resuscitation needs, admitting sick infants to the Special Care Unit, working in the Special Care Unit, floating to Adult Intensive Care Unit, Medical Surgical Unit, and Emergency Department. Giving age specific care to all patients.

Professional Training

[REDACTED]
Institution Name: [REDACTED]
Start/End Date: 3/2009-In Progress
Country: United States
Location: Chicago, IL
Title: Neonatal Intensive Care Nurse (RNCNIC)
Type of Training: Training Programs

[REDACTED]
Institution Name: [REDACTED]
Start/End Date: 2/2017-In Progress
Country: United States
Location: Integris Baptist Medical Hospital
Title: STABLE Program renewed every 2 years
Type of Training: Training Programs

[REDACTED]
Institution Name: [REDACTED]
Start/End Date: 11/2010-In Progress
Country: United States
Location: Norman, Oklahoma
Title: Lactation Consultant (IBCLC) renewed every 5 years
Type of Training: Training Programs

Learning Autobiography

In the early 1980s, I worked at the Children's Hospital. The PICU is where I worked when all kinds of things happened. One of the things I remember is when I had to be when doing about many different children and the time I had to take a picture of it. I still, to this day, I have drawn the opportunities.

I later transferred to the surgical unit. The patient occasionally up and passed away. When the parent, which was on the surgical unit to seven patients with burns, heart, or other type of service patients, risks associated to report to the doctor. I took patients to the whirlpool to relax them. The different children. Therefore, I had them to take the hot rubber catheter on the children or the dog show. They would take four large syringes, tape them together, fill them with water, hide it under the covers until the intern or resident came in, and squirt them. This made the children laugh and made things a lot less scary.

As a child, I grew up in the country, where I first learned about hard work and dedication. My dad was a big believer in having rules and schedules. For his side job, he raised and trained bird dogs. He taught me at a young age how to help remove the puppies from the amniotic sack, so they would not suffocate. Sometimes a dog had too many puppies and could not get to each one quickly enough to remove the sack. A few other things I learned from my dad were how to train bird dogs to find and retrieve quail, how to plant and harvest vegetables and fruit, and how to maintain and repair some of the things on my car. As I got older, I learned how to test and maintain the chemicals in the swimming pool. I was also responsible for doing scheduled chores and completing them by a certain time. I cleaned the dog kennels, fed and watered all of the animals, and repaired the fences when needed on our property. We had many animals: horses, cattle, sheep, goats, quail, chickens, and dogs. My dad taught me how to administer all of the vaccinations and medications to many different types of animals. As my sister got older, I was responsible for making sure she completed her chores. Therefore, I guess I could say I started managing at a young age. All of the things I have mentioned helped me develop my work ethic and passion as a caretaker to this day.

In the late '80s, I started working at La Petite Academy, which is a day care learning center. I was a teacher and caretaker in the toddler room. I worked with the children on potty training, arts and crafts, and developed lesson plans for learning opportunities. I took them on educational field trips and monitored their recess time outside. I also had the responsibility for ensuring the day care was ready for the next day and locked up each night. In this role, I was able to watch and learn the different behaviors of toddlers and the best ways of teaching them.

In 1987, I had my first child. While in the hospital, I was so impressed with the compassionate care of the nurses that I was inspired to go to nursing school. Therefore, when my son was two months old, I enrolled at Oklahoma City Community College. Going back to school was challenging for me. I had to learn very quickly how to organize my time effectively. Taking care of a two-month-old and going to class plus doing homework was no easy task. In the 1980s there were no computers to help with spelling and grammar errors either.

Going to college in the late '80s was so different from going to college today. Homework could be very time-consuming. Everything was handwritten with no spell check devices. I looked up everything in the dictionary and spent an enormous amount of time in the library doing research to complete very lengthy care plans. Throughout nursing school, I worked at Oklahoma Memorial Hospital. I was a certified nursing assistant on the medical-surgical unit. I was responsible for assisting nurses with taking vital signs, daily patient hygiene, personal grooming, dressing changes, and other tasks as assigned. By working in this position while in school, I learned how to deal with many different types of patients. Some of the patients I dealt with had brain injuries from motorcycle and car accidents, drug users trying to cope with withdrawal, victims of abuse, and paraplegic and quadriplegic patients suffering from depression. I was able to understand and grow with what I was learning in school and apply it to real-life situations.

When I started working at Option Hospital I started working at Option Hospital. I helped with home nursing care to adult and pediatric patients. I administered intravenous immunoglobulin infusions, lab draws, dressing changes, infusaport and central line care and setup phototherapy for infants.

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Course Petition

NU310: Research Guided Evidence-Based Nursing Practice

Institution
Purdue University Global

Course Outcomes

- Distinguish components and models of the research process.
- Appraise credibility of sources utilizing measures of reliability, validity, and level of evidence.
- Examine the connections among theory, and nursing research.
- Determine the ethical principles necessary to protect human subjects and avoid scientific misconduct in research.
- Integrate evidence into clinically relevant, inter-professional practice.
- Integrate research evidence for best practice to improve patient outcomes

Credits Offered

6 credits

Learning Statements

- Identified research components and models when reviewing over fifty research projects submitted from different states, at the Association of Women's Health, Obstetric and Neonatal Nurses (AWHONN) Convention.
- Reviewed components and models of research when reading and discussing improvement processes from the Oklahoma Perinatal Quality Improvement Collaborative (OPQIC).
- Examined the reliability, validity, and level of evidence when analyzing research on mother/baby skin to skin contact following cesarean section and vaginal deliveries.
- Analyzed the research on Gentle Cesarean Section, looking at the credibility of sources. As a result, our facility will be implementing the gentle cesarean.
- Analyzed hand-off communication research using measures of reliability, validity, and level of evidence and then implemented the process.
- Compared different nursing theories with nursing research to implement antenatal hand expression of colostrum to achieve the best outcomes for infants.
- Identified different nursing theories when looking at mother/baby skin-to-skin contact in the operating room.
- Analyzed and discussed different nursing theories in a class provided at the AWHONN convention.
- Collected informed consent as one element of the ethical principle to protect from misconduct, during collection of data with Mayo Clinic Enhance Recovery Program.
- Stated the benefits for both social and clinical value improving health for patients when planning, and implementing the Enhanced Recovery Constructional Workshop
- Applied knowledge of research methods when conducting evidence-based research for development of policies and procedures.

Primary Documentation

Letters From the Supervisor

February 28, 2018

Dear Sir or Madam,

I have been asked to give my assessment of my friend and colleague Donna [REDACTED] I currently work as a Team Manager at [REDACTED] in Oklahoma City, Oklahoma. Donna [REDACTED] is my Clinical Director. I have had the privilege, over the past two and one-half years, of getting to know Donna on a personal and professional level. On a personal level, Donna is one of the kindest women I have come to know. She looks at each person and sees the whole person. She examines their body language, their tone of voice and looks past the present presentation of a person and sees the whole picture, from their work person to the relational person. She is forgiving and understanding and can and has helped redirect many of her employees into a better situation by her guidance and professional love.

Her example of professional experience breaks the stereotype that only those who hold a higher degree, have the expertise to grow and move up the ladder in the medical field. She continually guides her staff to grow and expand their knowledge through multiple Evidence Based Practice skills that she implements into our hospital. She has thoroughly investigated how keeping a nursery in our facility is as beneficial to our neonates as well as our postpartum patients. She collaborated with our neonatologists and with current staff and with information from former patients, to understand and raise awareness to our organization about being baby friendly but not eliminating our highly skilled nursery staff and nursery unit. (Research and Evidence Based Practice)


In the past year, Donna has researched and implemented, with the help of our facility OB-GYN physicians and the Mayo Clinic, Enhanced Extended Recovery for our GYN patients. She stood as our spokesperson at a convention in Jacksonville, Florida, and presented our Enhance Extended Recovery action plan to the Mayo facility board members and physicians. This implementation has given more freedom to our GYN patients after surgery. They are out of bed faster, eating solid foods quicker, and feeling better in a shorter period of time than with general anesthesia and multiple narcotics after surgery. This has helped to have less chance of CAUTI or possible falls from narcotic use. (Research and Evidence Based Practice)

In the past year, Donna has researched and implemented an outpatient lactation clinic, not only for Lakeside patients, but for any postpartum moms needing lactation services in our metro area and some surrounding towns and cities in Oklahoma. This has led to infants being at the breast for longer periods during their first year of life and healthier moms and infants. (Research and Evidence Based Practice and Public Health Nursing)

Donna continues to lead the nursery staff and Labor and Delivery, Recovery, Postpartum and Medical/Surgical staff on to greater expectations than they can envision by themselves. She promotes her staff to strive for being certified in their specialty, keep continuing education up to date and to find new and upcoming education to learn even if it is not required by our managing organization. She has recently implanted a "Drama-Free Workplace" as a part of making Lakeside one of the most desired facilities to work at. This is new to our facility, but we have seen a positive outcome in the past month of action and greater morale from our staff. (Leadership)

Secondary Documentation

Certificate

 International Board of Lactation Consultant Examiners (IBCLE) International Board Certified Lactation Consultant® (IBCLC®) Detailed Content Outline		# of Items
I. Development and Nutrition		26
A. Infant		
<ol style="list-style-type: none"> 1. Feeding behaviours at different ages 2. Food intolerances/allergies 3. Infant anatomy and anatomical/oral challenges 4. Introducing complementary foods 5. Low birth weight 6. Milk banking – formal and informal 7. Normal infant behaviours 8. Nutritional requirements - preterm 9. Preterm development and growth 10. Skin tone, muscle tone, reflexes 11. Term development and growth 12. WHO growth charts with gestational age adjustment 		
B. Maternal		
<ol style="list-style-type: none"> 1. Breast development and growth 2. Breast surgery 3. Composition of human milk 4. Maternal anatomical challenges 5. Maternal nutritional status 6. Nipple structure and variations 		
II. Physiology and Endocrinology		24
<ol style="list-style-type: none"> 1. Diabetes 2. Infertility issues 3. Maternal metabolic and hormonal disorders (e.g., thyroid, Polycystic Ovarian Syndrome) 4. Maternal autoimmune disorders 5. Multiples 6. Newborn hypoglycemia 7. Pregnancy and breastfeeding – tandem 8. Relactation 9. Stooling and voiding 		
III. Pathology		
A. Infant		
<ol style="list-style-type: none"> 1. Allergies 2. Ankyloglossia 3. Cleft lip and palate 4. Congenital anomalies (e.g., gastrointestii 		



DONNA [REDACTED] RNC-NIC

NEONATAL INTENSIVE CARE NURSE

Certified: Mar 12, 2009 to Mar 15, 2021

NCC ID: [REDACTED]



DNP, APRN, NNP-BC, FAANP
NCC President