

# Rochelle Woodley

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## CAREER OBJECTIVE

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Service-oriented Health care professional looking to take the next step in what has already been a successful career in Healthcare services, and would like a long-term transition into an Underwriting Assistant role to immensely contribute my solid skills in:

- ✓ Providing leadership, support and guidance to teams as demonstrated in my previous case management role
- ✓ Ensuring teams comply with the goals, objectives and standards of the organization in order to meet deadlines by interpreting and implementing guidelines.
- ✓ A passion for leveraging strong and transferrable evaluation skills in delivering world class service and to make a significant and immediate impact on any operations.

## EDUCATION & CERTIFICATIONS

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### Certificate CII | Jan 2022 – Present

CHARTERED INSURANCE INSTITUTE

### Contemporary RN Case Manager Certificate Program

NATIONAL RN CM TRAINING CENTER

### Post Graduate Certificate In Public Health Emphasizing Health Systems Management | 2012

UNIVERSITY OF LIVERPOOL

### Bachelor of Science, Nursing | 2002 – 2006

NORTHERN CARIBBEAN UNIVERSITY

## PROFESSIONAL EXPERIENCE

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### Home Care Nurse/Case manager.

#### Home Health Care Ltd

- Provide intravenous care in patients' homes, coordinate the services of other physicians or health care providers, communicate with health insurance providers.
- Develop a plan of care for patients based on their needs and feedback from their families, support adherence to treatment plans, monitor patients' needs, including wellness, medical, and specialist treatment, and recommend any community services required.
- Coordinate the implementation of treatment plans with the primary doctor, made changes as needed, and completed all required documentation

### Preanesthetic Nurse | Oct 2015 – Feb 2020

#### Bermuda Hospital

- Provide quality care to patients undergoing surgical intervention in the area of pre-admission, admitting, recovery, and discharge.
- Oversee patient care and staff, make management decisions, and set work schedules.
- Act as an Intravenous Therapy resource nurse for the Department, and orienting new hires.

### Intravenous Therapy Resource Nurse | Feb 2011 – Sept 2015

#### Bermuda Hospital Board

- Educated, observed and certified registered nurses and physicians in regards to peripheral intravenous catheter insertion, phlebotomy, and care and maintenance of central vascular access devices.

- Improved patient safety standards by upgrading healthcare professionals' clinical skills in vascular access, care and maintenance.
- Update Policies according to new evidence based practices.
- Provided evidence-based education in vascular access and set standards for patient safety, with an emphasis on high-risk settings such as home care, clinics and long-term care.

### **Medical/Surgical Nurse | Feb 2010 – 2011**

#### **Bermuda Hospital Board**

- Provided care for patients utilizing the nursing process of assessment, planning, intervention, implementation, and evaluation.
- Collaborated with other professional disciplines to ensure effective patient care delivery and achievement of desired patient outcomes.
- Prepared, administered and recorded prescribed medications; reported adverse reactions to medications or treatments in accordance with the policy regarding the administration of medications by a licensed registered nurse.
- Provided bedside care for a wide variety of medical patients, including pre- and post-surgery patients.

### **Emergency Medical/Surgical Nurse | Oct 2008 – Aug 2009**

#### **Hargreaves Memorial Hospital**

- Performed assessments; provided intravenous therapy; complex wound care; monitored various drainage devices, etc.
- Collaborated daily with physicians and health care team to achieve optimum patient care.
- Established strong relations with physicians built on trust and knowledge of patient care.

### **Medical/Surgical Nurse | July 2007 – August 2009**

#### **Mandeville Regional Hospital**

- Advocates needs of, and assists patients and significant others in receiving proper medical care during hospitalization.
- Coordinates with patient, family, social worker, attending physician in planning and facilitating discharge and continuing needs for home care or transfer to an extended care facility.
- Collaborated with healthcare team members, patients, physicians, and family members to plan, implement and evaluate patient care plans.
- Coordinated patient care assignments, maintained drug accountability, ensured proper documentation and equipment maintenance.

### **RELEVANT SKILLS**

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- Basic knowledge of general insurance and underlying legal principles and practices.
- Have awareness of and ensure adherence of all regulatory requirements, guidelines and working practices – both internally and externally.
- Ability to act within underwriting authority.
- A basic understanding of the commercial insurance market.
- Good organizational skills to ensure that company processes and procedures are maintained.
- Keen attention to detail and excellent analytical and planning abilities.
- Communicating, influencing, negotiating and relationship building skills.
- Strong customer service ethos.
- Strong personal drive and results orientation.

### **REFERENCES**

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Available upon request