

# Jennifer R. Dunlap, MSN, RN, NHA, WCC, IP-BC, RAC-CT, RAC-CTA

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## SKILLS

Computer literate, data entry, ICD-10 coding experience, administrative duty experience, MDS experience, care plans, leadership skills, infection control monitoring and reporting, wound rounds with treatment recommendations, restorative nursing, education, and training

## EDUCATION

8/2013 – 5/2016	Waynesburg University Monroeville, Pennsylvania Master's Degree in Nursing (MSN) – Nursing Education and Nursing Administration
9/2008 – 10/2010	Waynesburg University Monroeville, Pennsylvania Bachelor's Degree in Nursing (BSN)
1/2006 – 6/2008	Community College of Allegheny County Monroeville, Pennsylvania Associates Degree in Nursing (ASN)
1/2002 – 5/2004	Butler County Community College Butler, Pennsylvania Associates Degree in Psychology (AA)
5/1999 – 4/2000	Professional Career Development Institute Norcross, Georgia Medical/Dental Office Assistant Program

## CERTIFICATIONS AND LICENSES

6/2022 – 6/2024	NHA, Pennsylvania Licensure
10/2021 – 10/2023	RN, Pennsylvania Licensure
3/2019 – 3/2024	Wound Care Certification
10/2022 – 10/2025	Infection Preventionist – Board Certified
7/2023 – 7/2025	Resident Assessment Coordinator – Certified

7/2023 – 7/2025	Resident Assessment Coordinator – Certified Advanced
2/2023 – 2/2025	Advanced Cardiac Life Support
2/2022 – 2/2024	Basic Life Support
10/2022 – 10/2024	Basic Life Support Instructor
4/2021 – 4/2024	Advanced Stroke Life Support
4/2023 – 4/2027	Notary Public, Commonwealth of Pennsylvania

## WORK EXPERIENCE

3/2019 – Present	<p>Lewis Litigation Support &amp; Clinical Consulting, LLC, Butler, Pennsylvania</p> <p>Senior Nurse Consultant</p> <ul style="list-style-type: none"> <li>○ Conduct mock nursing home, personal care, and assisted living facility licensure surveys to determine compliance with regulatory standards</li> <li>○ Assist facilities to comply with standards of care through process and system improvement, including policy and procedure development related to nursing best practices, performance improvement, competency assessment, and infection control</li> <li>○ Conduct corporate compliance audits related to documentation practices, completion of the Minimum Data Set, and Medicare and Medicaid conditions of participation</li> <li>○ Conduct operational reviews of the nursing department to advise facilities on efficient staffing structures, procurement of equipment and supplies, and care delivery strategies</li> <li>○ Prepare and present in-service education and/or continuing education for professional license renewal to Nursing Home Administrators, Registered Nurses, and others employed in long-term care.</li> <li>○ Evaluate clinical records for adherence to standard of nursing care and provide consultation and written reports.</li> <li>○ Testify at deposition or trial.</li> <li>○ Assist clients in capacity of interim positions on a short-term, as needed basis. <ul style="list-style-type: none"> <li>○ <u>Interim Director of Nursing</u> – Asbury Heights, August 2020 – October 2020</li> <li>○ <u>Interim RNAC</u> – Baptist Homes, July 2021 – September 2021</li> </ul> </li> </ul>
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- Complete audits for regulatory compliance, initiate a plan of care for determined weaknesses, and follow through with education and comprehension.
- Complete appropriate administrative reports, financial variances, payroll, and staffing requirements.

1/2018 – 10/2018

St. John's Specialty Care, Mars, Pennsylvania  
Respiratory Manager

- Supervise respiratory therapists to ensure resident safety and regulatory compliance while completing evaluations, counseling as needed, and appropriate disciplines.
- Complete appropriate administrative reports, financial variances, payroll, and staffing requirements.
- Assist with aftercare assessments, DME ordering, and education needs.
- Complete bi-annual education during competencies.

2/2016 – 12/2017

Allegheny Valley Hospital, Natrona Heights, PA  
Nursing Supervisor (ICU/CCU)

- Supervise nursing staff to ensure resident safety and regulatory compliance while completing evaluations, counseling as needed, and appropriate disciplines while collaborating with union representatives.
- Completing nurse schedules while ensuring appropriate coverage for acuity and proficiency levels.
- Follow up on complaints, provide service recovery, and report concerns to administration.
- Head of nursing for Joint Commission regulatory committee which provides survey readiness, appropriate audits, education, and researching best practice approaches.

6/2016 – 12/2017

Wound Nurse

- Complete all education of skin management, determine knowledge deficits, and lead monthly wound care meetings.
- Complete all wound assessments for patients determined to have skin breakdown, relay information to physicians, collect appropriate data, and complete NDNQI.
- Meet with vendors, determine formulary products, and update policies and procedures appropriately.

6/2017 – 10/2017

Interim Manager – ICU/CCU/PCU

- Establish and monitor budgets, submit capital expenditures, complete payroll, and submit financial variance reports.
- Determine staffing needs, submit requisitions, complete interviews, and ensure proper HPPD.
- Participate in new hire orientation, establish an orientation program, establish a mentorship relationship, and monitor progress.

- 7/2008 – 12/2015 Fair Winds Manor, Sarver, PA  
Assistant Director of Nursing
- Supervising Registered Nurses (RNs), Licensed Practical Nurses (LPNs), and certified nursing assistants (CNAs) including mentoring, educating, counseling, and disciplining.
  - Facilitating care with physicians, monitoring lab work, entering orders, assessing residents, updating families, and assisting with determination of plan of care.
  - Leading facility employee health to ensure compliance with PPDs and Hepatitis B vaccines along with education on bloodborne pathogens.
  - Monitoring infection control practices in the facility, initiating antibiotic stewardship, evaluation of all cultures completed, continued tracking of infection rates, and planning with implementation of performance improvement.
  - Investigating resident complaints, reporting to DOH as required, following up with complainant.
  - Updating CMS-802 and CMS-672 on a biweekly basis, completing audits for DOH survey preparedness, completing facility assessments to determine weaknesses in DOH compliance.

- 6/2008 – 11/2011 Forbes Regional Hospital, Monroeville, Pennsylvania  
Staff Nurse, ICU
- Active member of house rapid response team and critical care team.
  - Assessing 2-3 patient assignment, administering medications, titrating cardiac medications, aiding with intubation and invasive procedures at bedside, updating families, ventilator care, terminal weans, and end of life care.
  - Member of education committee and responsible for training colleagues on new or updated policies and procedures.

**HONORS AND AWARDS**

- 7/2019 International Nurses’ Association Top Nurse in Butler, PA  
5/2016 Continental Who’s Who  
2/2016 Global Directory of Who’s Who  
3/2015 Sigma Theta Tau International  
8/2007 Phi Theta Kappa

**COMMITTEES**

- 3/2023 NADONA Infection Prevention Committee  
4/2023 PHCA Nursing Facility Quality & Clinical Practices Committee  
4/2023 PHCA AL/PC Regulatory Committee

## **PROFESSIONAL MEMBERSHIPS**

American Association of Critical Care Nurses  
American Association of Post-Acute Care Nursing  
National Association of Directors of Nursing Administration in Long-Term Care  
American Nurses Association  
Federal Emergency Management Agency  
National Alliance of Wound Care and Ostomy  
Wound Care Education Institute  
American Association of Legal Nurse Consultants  
Pennsylvania Association of Nursing Assessment Coordinators  
Infusion Nurse's Society  
United Ostomy Associations of America  
American Heart Association  
National Pressure Injury Advisory Panel

## **PROFESSIONAL PRESENTATIONS**

12/6/2022      Regulation Changes in Pennsylvania  
PADONA, Online

10/25/2022    How COVID-19 Changed Appendix Z  
PHCA, Online

8/10/2022     PA DOH Proposed Regulation Changes – An Overview  
PACAH, Online

9/3/2021       Get Smart: Internal Investigations  
PHCA annual convention, Online

8/11/2021     Skin Integrity Compliance  
PADONA Leadership Cohort, Online

8/19/2020     Employee Success on a Continuum – From Orientation to Annual Training  
PADONA annual convention, Online

2/3/2020       Avoiding a Citation For Discharge and Transfer Notifications  
PADONA webinar, Online

9/26/2019     Leadership and Team Building in Healthcare  
PHCA Convention, King of Prussia, PA