

CURRICULUM VITAE

ROBYN A. BUNNELL BSN, RN, NHA

Nurse Consultant

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PROFESSIONAL EXPERIENCE

Senior Clinical Consultant, November 2015 to present Lewis Litigation Support and
Clinical Consulting, LLC

- Conduct mock nursing home licensure surveys to determine compliance with regulatory standards.
- 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.
- Conduct corporate compliance audits related to documentation practices, completion of the Minimum Data Set, and Medicare and Medicaid conditions of participation.
- Conduct operational reviews of the nursing department to advise facilities on efficient staffing structures, procurement of equipment and supplies, and care delivery strategies.
- Prepare and present in-service education to Nursing Home Administrators, Registered Nurses and others employed in long term care.
- Train and develop Directors of Nursing.
- Provide continuing education activities for Registered Nurses under provider number WV2008-0535RN.
- Evaluate clinical records for adherence to standard of nursing care and provide consultation and written reports to medical malpractice attorneys.
- Testify at deposition or trial.
- Attend and participate in continuing education programs to enhance knowledge as well as to maintain current nursing and administrator's licenses.

Nurse Consultant, August 2015 to November 2015

Self-employed

- Evaluate clinical records for adherence to standard of nursing care and provide consultation and written reports to medical malpractice attorneys.
- Testify at deposition or trial.

Regional Clinical Educator, May 2015 to October 2015

Reliant Senior Care

- Design and implement educational programs to promote clinical excellence.
- Develop and coordinate validation of the competencies of nursing staff to promote proper care and treatment of residents.
- Develop and implement orientation programs for licensed nurses and nursing assistants.
- Develop and implement a mentor program that identifies training needs while providing support to new nursing staff.
- Design and implement educational programs to promote survey preparedness, readiness and response.
- Provide educational support in utilization of Point Click Care electronic medical record.
- Participated in mock surveys to assist facilities with survey readiness.

Senior Nurse Consultant, March 2013 to August 2015

Arnett Carbis Toothman LLP

- Conduct mock nursing home licensure surveys to determine compliance with regulatory standards.
- Assist facilities to comply with standards of care through process and system improvement, including policy and procedure development related to nursing protocols, performance improvement, competency assessment, and infection control.
- Assist facilities with development and implementation of plan of correction for Department of Health surveys.
- Conduct corporate compliance audits related to documentation practices, completion of the Minimum Data Set, and Medicare and Medicaid conditions of participation. Also conduct revenue enhancement reviews, and quality improvement audits.
- Prepare and present in-service education to Nursing Home Administrators, Registered Nurses and others employed in long term care.
- Train and develop Directors of Nursing and Registered Nurse Assessment Coordinators.
- Evaluate clinical records for adherence to standards of nursing care and provide consultation and written reports.
- Attend and participate in continuing education programs to enhance knowledge as well as to maintain current nursing and administrator's licenses.

Director of Clinical Operations, February 2012 to March 2013

Reliant Senior Care

- Provided support to twenty-one skilled nursing facilities as necessary to ensure the safety and well-being of residents and to achieve compliance with company policies and procedures, State and Federal regulations, and clinical standards of practice.
- Assisted with implementation of electronic medical records company-wide.
- Assisted with the development and revision of clinical policies and procedures to ensure compliance with State/Federal regulations and current standards of practice.

- Provided education, system implementation and monitoring, and development of performance improvement plans in conjunction with Administrators and Directors of Nursing to promote positive resident outcomes.
- Directed four Regional Nurse Consultants in providing daily support to facility Directors of Nursing and nursing staff.
- Developed training and provided assistance as needed with implementation of programs.
- Developed and implemented regulatory compliance tools and training recommendations, including participation in mock surveys.
- Provided support through the survey process including development of plans of correction and monitoring for compliance.
- Worked with Regional Directors of Operation, Administrators and Directors of Nursing in the screening of applicants for nurse management positions.
- Monitored Key Indicator reports weekly and assisted with development of action plans to continually improve the quality of care.
- Protected resident privacy and confidentiality of information pertaining to residents and employees.
- Attended and participated in continuing education programs to enhance knowledge as well as to maintain current nursing and administrator's licenses.

Assistant Administrator, March 2010 to February 2012 Evergreen Nursing Center

- Assumed the responsibilities of the Nursing Home Administrator in her absence.
- Assisted the facility Administrator in leading and directing the overall operations of the facility in accordance with resident needs, government regulations and Company policies, with a focus on maintaining quality care for the residents while achieving the facility's business objectives.
- Planned and directed the facility Quality Assurance program.
- Participated in the personnel process, including hiring, terminating employment, discipline and grievance procedures.
- Monitored the facility to ensure a clean, safe environment for residents and staff.
- Monitored the utilization of any temporary staffing personnel in the facility.
- Assisted with approval of purchase orders.
- Assisted with control of accounts such as petty cash and resident account balances.
- Monitored equipment purchase, maintenance, and inventory.
- Made rounds daily to observe care, and to evaluate, intervene and follow-up as necessary with residents and families.
- Met individually or in group sessions with department managers on a regular basis to review objectives, share information and accomplishments, and evaluate efficiency.
- Assisted with review of incident and accident reports of residents, staff and visitors to ensure implementation of appropriate facility policies and practices.
- Assisted in monitoring mandatory annual in-service education and other staff development programs.
- Supported the Administrator in census development. Participated in daily meetings to review potential new admissions.

- Maintained positive, open relationships with staff. Promoted good working relationship with the union representing employees of the facility.
- Participated in family meetings for the purpose of sharing information and receiving feedback on the care provided by the facility.
- Assisted in monitoring of external consultants and delivery of services.
- Represented the facility to the community and referral entities.
- Participated as a member of the Board of Directors of the Pennsylvania Health Care Association (PHCA).
- Attended and participated in continuing education programs to enhance knowledge as well as to maintain current nursing and administrator's licenses.

Regional Nurse Consultant, November 1999 to March 2010

PennMed Consultants, Inc.

- Assisted in planning and directing Quality Improvement programs designed to enhance the quality of resident care.
- Reviewed clinical documentation according to professional standards of practice and Federal and State regulations and assisted in developing follow-up procedures for monitoring identified problem areas.
- Assisted facility administration in identifying areas in which training was indicated and developed and conducted educational programs.
- Participated in mock surveys with the goal of preparation for Federal and State monitoring.
- Fostered an environment of growth to develop the leadership skills of the Director of Nursing and clinical team.
- Served as a clinical resource to the Director of Nursing and clinical staff.
- Assisted with development and implementation of plans of correction associated with Department of Health survey issues.
- Provided orientation training to new Directors of Nursing.
- Attended and participated in continuing education programs to enhance knowledge as well as to maintain current nursing license.

Registered Nurse Assessment Coordinator, November 1997 to November 1999

Evergreen Nursing Center

- Was responsible for the review and accurate collection of information from the resident's medical records and other clinical documentation to complete the Resident Assessment Instrument (RAI), which included the Minimum Data Set (MDS).
- Worked in collaboration with the interdisciplinary care team to assess the needs of the residents.
- Designated responsibility for completing sections of the assessment to the interdisciplinary team.
- Participated in the pre-admission process to ensure essential information was obtained from the referral source.

- Directed the daily Prospective Payment System (PPS) meeting which included review of resident care and setting of assessment reference dates in conjunction with the Director of Rehabilitation.
- Provided education to the interdisciplinary team regarding the MDS process.
- Interacted with regulatory agencies that monitor the MDS process.
- Provided information to the fiscal department necessary for the billing process.
- Obtained, reviewed and maintained all reports, making corrections timely.
- Participated in facility Quality Assurance committee.
- Managed Medicare Part A and Part B certification/recertification process.
- Monitored the facility Case Mix and informed Administrator of trends that could potentially impact reimbursement.
- Ensured that skilled care needs of facility residents were identified and accurately documented in the clinical record.
- Developed comprehensive resident care plans. Created opportunities for resident and family participation in the care planning process.
- Attended and participated in continuing education programs to enhance knowledge as well as to maintain current nursing license.

Registered Nurse Assessment Coordinator, October 1996 to November 1997
UPMC Passavant Hospital

- Assisted in the opening of a twenty bed Medicare-certified sub-acute unit.
- Was responsible for the review and accurate collection of information from the resident's medical records and other clinical documentation to complete the Resident Assessment Instrument (RAI), which included the Minimum Data Set (MDS).
- Worked in collaboration with the interdisciplinary care team to assess the needs of the residents.
- Designated responsibility for completing sections of the assessment to the interdisciplinary team.
- Participated in the daily interdisciplinary team meeting which included review of resident care and setting of assessment reference dates.
- Provided education to the interdisciplinary team regarding the MDS process.
- Interacted with regulatory agencies that monitor the MDS process.
- Obtained, reviewed and maintained all reports, making corrections timely.
- Participated in facility Quality Assurance committee.
- Managed Medicare Part A certification/recertification process.
- Ensured that skilled care needs of facility residents were identified and accurately documented in the clinical record.
- Developed comprehensive resident care plans. Created opportunities for resident and family participation in the care planning process.
- Attended and participated in continuing education programs to enhance knowledge as well as to maintain current nursing license.

Nursing Coordinator/Assistant Director of Nursing, March 1991 to October 1996
Evergreen Nursing Center

- Assisted the Director of Nursing in planning, developing and supervising the activities of licensed and non-licensed personnel who provided health care and nursing services to facility residents.
- Assisted with the development and implementation of nursing policies and procedures in accordance with Federal and State regulations.
- Assisted with completion of employee evaluations and problem resolution including employee disciplinary actions.
- Completed staff scheduling for nursing assistants and licensed nurses according to state guidelines.
- Completed nursing assignments and followed up on responsibilities to ensure resident satisfaction.
- Developed and conducted educational programs for licensed and non-licensed nursing staff.
- Ensured that all staff met the required in-service and training requirements specific to licensure, regulation and job description standards.
- Interviewed and hired nursing assistants as well as candidates for facility nurse aide training program.
- Acted as program coordinator for facility Nurse Aide Training Program.
- Actively participated in the facility's quality improvement process, including reporting to the committee and routine participation in ongoing facility efforts to improve the overall quality of the nursing care.
- Developed, implemented, and maintained the Infection Control program for monitoring communicable and/or infectious diseases among residents and staff.
- Participated in developing, maintaining and periodically updating written job descriptions for nursing department staff.
- Participated in the survey process, including development and implementation of plans of correction.
- Promoted, established and maintained customer relationships with residents, families, staff, community and other professionals.
- Attended and participated in continuing education programs to enhance knowledge as well as to maintain current nursing license.

Staff Nurse, July 1983 to March 1991

Evergreen Nursing Center

- Evaluated resident care needs and initiated nursing interventions, including evaluation of outcomes.
- Actively participated in the direct delivery of resident care.
- Coordinated activities on assigned unit to ensure appropriate functioning of the unit and continued quality care.
- Reported resident physical and psychosocial status changes to physicians, other nursing department staff, families and other departments as appropriate.

- Carried out all facility programs related to effective resident care including safety and restorative nursing.
- Maintained confidentiality of all resident information.
- Acted as team leader, including directing and supervising tasks of non-professional staff to ensure that quality of care was maintained.
- Administered routine and specialized medications as ordered by the physician.
- Administered treatments and special procedures as ordered by the physician.
- Completed all medical record documentation according to accepted standards of nursing practice and Federal and State guidelines.
- Interpreted and carried out all physician orders. Assisted physician during rounds and examination of residents.
- Actively participated in the care planning process.
- Responded appropriately to emergencies and protected residents and staff from accidents by following facility safety procedures.
- Attended and participated in continuing education programs to enhance knowledge as well as to maintain current nursing license.

Private Duty Nurse, July 1982 to July 1983

Oliverio's Nursing Registry

- Provided individual private duty nursing care to clients.

EDUCATION, CERTIFICATION AND PROFESSIONAL LICENSES

Bachelor of Science Degree in Nursing 2013
Slippery Rock University, Slippery Rock, PA

Associates Degree in Applied Sciences 1996
Butler County Community College, Butler, PA

Diploma in Practical Nursing 1981
Community College of Allegheny County, Pittsburgh, PA

ACTIVE PENNSYLVANIA LICENSES

Nursing Home Administrator NH007205 Initial Licensure Date: January 2012
Registered Nurse RN512773L Initial License Date: July 1996

PROFESSIONAL MEMBERSHIPS

Pennsylvania Association Directors of Nursing Administration/Long Term Care (PADONA)

American Association of Legal Nurse Consultants (AALNC)

American Association of Post-Acute Care Nursing (AAPACN)