

Kara Lee, RN, BSN, BA in Psychology

Kara Lee Legal Nurse Consulting LLC

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Professional Qualifications

With 12+ years of nursing experience in Emergency, Radiation Oncology, Urgent Care, Vascular Surgery, and as a Critical Transport Nurse; I am committed to excellence in my work. I am an advocate for all my patients and clients. My knowledge gives me an edge on understanding the medical world processes such as: policy/protocol, and medical charting/terminology. I enjoy educating others about the medical world.

EDUCATION

B.S.N – Bachelor of Science in Nursing, Samuel Merritt University, CA- graduated 2012

B.A. Psychology, Holy Names University, CA- graduated 2010

Honors Merit Award

Tuition Scholarship Award

Psi Chi: International Honor Society in Psychology

LICENSES & CERTIFICATIONS

California RN License: 836662

Trauma Nurse Core Course (TNCC) certified

Basic Life Support (BLS) certified

Advanced Cardiac Life Support (ACLS) certified

Pediatric Advanced Life Support (PALS) certified

National Institute Health (NIH) Stroke Scale Certification

Emergency Severity Index ESI (ESI) certified

Basic Modified Seldinger PICC (Peripherally Inserted Central Catheter) Insertion Training with Ultrasound

Safety and Response Techniques certified

Crisis Prevention Training (CPI)

Management of Assaultive Behavior (MAB) certified

WORK EXPERIENCE

Urgent Care Nurse, John Muir Health, Berkeley, CA October 2023-present

- Assessing urgent care patients' charts, prescribed medications, and test results upon arrival and on the phone
- Triaging incoming phone calls, electronic health record messages sent by patients
- Responding to inbox messages on Epic system. Whether that is to providers, Medical Assistants, patients needing clarification, or helping the telephone staff RN's with high inflow of calls and calling patients back for over the phone triage

- Analyzing patient schedule and prioritizing patients who might need a higher level of care. Calling these patients and ascertaining if urgent care is the right level of care for them verse being seen in the emergency department
- Performing physical examinations, as well as and recording heart rate, blood pressure, and pulse oximetry measurements
- Interpreting vital signs, administering prescribed medication, and facilitating suitable treatment interventions
- Inserting IVs and performing drug dose titration
- Collecting phlebotomy and other diagnostic testing samples
- Interpreting laboratory test results and collaborating with physicians on treatment plans
- Reporting deteriorating conditions to primary provider for that day without delay
- Maintaining and updating medical health records
- Supervising urgent care Medical Assistants and support staff
- Explaining treatments, procedures, and after-care instructions, as well as answering patients' questions

Nurse Navigator, Radiation Oncology, John Muir Health, Walnut Creek & Concord, CA, November 2020-October 2024

- Developed standardized patient care policies and procedures, collaborated with other Nurse Navigators and administration
- Evaluated patients on intake, and during the course of treatment.
- Developed patient plan of care, utilizing QOL (quality of life), and Distress Screening tool. Communicated with the dietary and social work staff to optimize patient care.
- Coordinated cancer specific patient support and resource services within clinic and outside medical offices as necessary.
- Assisted patients with transportation needs, authorizations for medical referrals, coordinated chemotherapy and radiation start dates for patients, supported patients' dietary needs.
- Highly effective at finding needed information within patients charts
- Scheduled extra-departmental services for patients as needed (primary doctor appointments, specialized medical treatments, lab work, or imaging appointments).
- Participated in departmental training
- Assumed an active leadership role for performance improvement (PI) and supported both departments PI activities.
- Worked flexible hours to accommodate patient volume and staffing needs
- Shared rotation assignments with other Nurse Navigators
- Assessed and reported patient status while under treatment, to Nurse Navigators, colleagues in clinic, and outside medical services
- Maintained a compassionate and supportive attitude towards patients and family
- Educated patients (written and verbal instructions) what their journey will look like while they receive treatment, which staff will be assisting them, effects of radiation, troubleshooting health issues that arise during and after radiation treatment
- Coached patients on proper skin care during and after treatment
- Was a resource to new hires within department

- Collaborated with Radiation Oncologists, Radiation Therapy Technicians, Dosimetrists, Physicists, RN's, Social worker, Dietitian, and other coworkers to care for our patients
- Placed orders per requests of Radiation Oncologists
- Created documentation notes in the patient medical record
- Entered data in the treatment record in support of point of service billing
- Advocated for patient's needs in the clinic, on the phone, electronic patient messaging system, answering triage phone calls and troubleshooting patients' needs
- Assessed critical patients and assisting them to the Emergency Department for higher level of care

Staff Nurse, Radiation Oncology- per diem, Kaiser Permanente, Dublin, CA, July 2021-April 2022 & Oakland, CA, August 2019-July 2021

- Educated patients what their journey will look like while they receive treatment, which staff will be assisting them, effects of radiation, troubleshooting health issues that arise during and after radiation treatment
- Coached patients on proper skin care, resource to new hires within department
- Collaborated with Radiation Oncologists, Radiation Therapy Technicians, Dosimetrists, Physicists, RN's, Social workers, Dietitians, LVN's, MA's and other coworkers to care for our patients
- Assisted in procedural sedation for pediatric radiation treatments with the Anesthesiology team, then recovering the patient after sedation
- Assisted in adult brachytherapy conscious sedation and epidural insertion, collaborating with the Anesthesiology team, and then recovering patients in recovery bay
- Performed sterile technique for flushing central line after anesthesia use, dressing changes, cap changes, and collecting blood specimens from central lines, for pediatric patients
- Advocated for patients' needs in the clinic, on the phone, or electronic patient messaging system, answering triage phone calls and troubleshooting patients' needs
- Assessed critical patients and assist taking them to the Emergency department if appropriate
- Placed orders per requests of Oncology Radiologists
- Started IVs for CT scan simulation, resource for LVN's when IV access was difficult to obtain

EMERGENCY DEPARTMENT POSITIONS

Staff Nurse, Emergency Department-per diem, San Leandro Hospital, San Leandro, CA, July 2020-January 2021

Staff Nurse, Emergency Department, John Muir Health, Concord Medical Center, Concord, CA, July 2019-September 2019

Staff Nurse, Emergency Department, John Muir Health, Walnut Creek Medical Center, Walnut Creek, CA, August 2017- July 2019

Travel Nurse Assignments

Emergency Department- AYA Healthcare, San Mateo Medical Center, San Mateo, CA, April 2017-July 2017

Emergency Department- AYA Healthcare, Alta Bates Summit Medical Center Berkeley Campus, Berkeley, CA, January 2017-April 2017

Emergency Department- FlexCare Travel Nursing, Methodist Hospital of Sacramento, Sacramento, CA, July 2016-December 2016

Emergency Department- FlexCare Travel Nursing, Kaiser Permanente San Leandro Medical Center, San Leandro, CA, May 2015-April 2016

Emergency Department- Trustaff, San Leandro Hospital, San Leandro, CA, December 2014-March 2015

Staff Nurse, Emergency Department - St. Joseph's Medical Center, Stockton, CA, September 2013- November 2014

CLINICAL SKILLS FOR EMERGENCY DEPARTMENT

- Demonstrated service excellence, culture sensitivity, and professionalism
- Effectively communicated and collaborated positively with the multidisciplinary team to ensure optimal patient outcomes
- Identified patient/family learning needs and implemented appropriate measures
- Highly experienced with starting peripheral IVs on all age groups
- Exhibited dependability and flexibility with changes in scheduling to accommodate department needs
- Reacted effectively in emergency scenarios, demonstrated sound decision making in saving patients' lives
- Easily transitioned role in current and previous departments of control trauma nurse, scribe nurse, triage nurse, float nurse, code nurse
- Oriented new travel nurses to departments, preceptor to new hires, student nurses, and paramedic interns
- Highly efficient in the use of electronic charting methods: Epic, Meditech, Cerner, Picis, ED PulseCheck, and paper charting
- Managed entire spectrum of care for patients receiving conscious sedation including but not limited to nerve blocks and cardioversion.
- Exhibited competency to triage new patients into ED
- Handled critically ill patients; including but not limited to: acute stroke (thromboembolic and hemorrhagic), acute STEMI (heart attack), Sepsis, and respiratory distress
- Functioned competently in the flow and resource roles

I.V. Conscious Sedation Nurse- per diem, Vascular Surgery Medical Group, San Leandro, CA, November 2019- February 2021

- Helped set up room with surgical technician for procedures for that day
- Assisted other RNs in pre-op to prep the patient's beds and monitors before the patients were admitted to pre-op
- Safely reviewed medical history with patient or patient representative
- Monitored EKG's (electrocardiogram cardiac strips) before, during and after surgical procedure
- Started IV (intravenous) access for all procedural patients, acted as IV access resource to all RN's if they could not obtain IV access themselves

- Carefully monitored EKG and VS during conscious sedation, alerted vascular surgeon if there were any irregularities in EKG, monitored patient for allergic reaction during procedure
- Medicated appropriately for patient needs (if pt became hyper or hypotensive, or allergic response to contrast)
- Communicated with surgeon my opinions in regards to patient safety issues before, during and after vascular surgery
- Safely moved patient to PACU (post anesthesia care unit) for after procedural monitoring, when patient was cleared by MD to go home, discharge instructions were provided to patient and their designated driver if applicable

Critical Care Transport Nurse, Falcon Critical Care Transport, El Cerrito, CA March 2017- October 2018

- Efficiently managed time, arriving at sending hospital to transport patient to receiving hospital or facility
- Safely checked ambulance for correct gear needed for shift
- Collaborated with EMT's before leaving the station, and made sure they completed their safety ambulance checks
- Coordinated transfer of emergent or scheduled patient with dispatch center
- Effectively communicated with all staff at sending and receiving facilities to ensure patient safety
- Quickly responded to any changes in the patients' health during transport (administer medications, upgrade to code 3 (lights and sirens), call coding patient status to nearest ED)
- Performed ongoing assessments of the patient
- Administered medications if necessary to patient
- Successfully managed/worked with two EMTs in ambulance

PROFESSIONAL ASSOCIATIONS

Bay Area Chapter of Northern California

Director at Large for Education- April 2025- present

American Association of Legal Nurse Consultants

Member- April 2023- present