

# KRISTEL JOY R. VEA

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## SUMMARY

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**Registered Nurse** with **2 years** working experience in **Philippines** and **12 years** working in **Saudi Arabia** in different areas like Emergency Room, Pediatric, Internal Medicine, Orthopedic, OB, Urology and Surgery. With this challenging role in different areas I was promoted being a Head Nurse and a Charge Nurse in two (2) areas, Orthopedic and Internal Medicine Department. Now, I have a strong knowledge in performing crucial task and a reliable person with a reputation for building a great rapport between doctors, medical providers and patients. Committed to making patients more informed and comfortable during their care.

## WORK EXPERIENCE

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### **Charge Nurse (Orthopaedic and Internal Medicine)**

*Olaya Medical Complex, Saudi Arabia, Riyadh*

**June 01, 2023 – PRESENT**

#### **Duties and Responsibilities:**

- Training new staff and observing their performance.
- Providing guidance and support to help the staff through challenging situations.
- Supervise with my designated department to monitor their patients and the department needed as well and to ensure that all nursing functions within the department run smoothly and efficiently.

### **Head Nurse**

*Olaya Medical Complex, Saudi Arabia, Riyadh*

**Oct 25, 2022 – May 31, 2023**

#### **Duties and Responsibilities:**

- Conduct daily rounds in all clinics.
- Ensuring that all nurses operate properly in a medical setting
- Forming nursing teams that work together cohesively
- Communicating with nursing teams, doctors, and other healthcare professionals to ensure of patient queries.
- Observing nurses providing patient care and ensuring that they interact with patients in

ways that improve outcomes.

- Works with nurses to develop strategies to improve and to meet or exceed the organizations' established goals
- Technically proficient in directing and teaching other medical staff, providing educational lectures and participating in the provision of in-service training to clinic staff members.

### **Staff Nurse (Orthopaedic Department)**

*Olaya Medical Complex, Saudi Arabia, Riyadh*

**Nov 2017 - June 2023**

#### **Duties and Responsibilities:**

- Checking the vital signs, temperature, and the weight of patients.
- Documented patient medical histories, symptoms, and all patient-related communications.
- Performing physical assessments and therapeutic and diagnostic procedures
- Assisting the doctor to do the procedure and patient as well.
- Prepare the medical equipment esp. in cast room
- Explaining to patient the doctor's order.
- Helping patients with therapy and providing assistance for faster recuperation
- Performing external fixation care, casting and continuous motion therapy
- Navigates an orthopedic patient from the diagnostic phase through the treatment and follow-up phases, assuring patient has appropriate/timely medical/supportive services.
- Preparing patients for the treatment.
- Performing wound care, such as cleaning and bandaging them.
- Monitoring of patients approval.

### **Staff Nurse (Internal Medicine)**

*Olaya Medical Complex, Saudi Arabia, Riyadh*

**Nov 2017 - June 2023**

#### **Duties and Responsibilities:**

- Checking the vital signs, temperature, and the weight of patients.
- Obtain patient history and performs assessment.
- Assist patient request necessary tests and follow-up visits, and refer patients to specialists, if necessary
- Collecting and record patient information, such as medical histories, reports and examination results.
- Monitoring of patients approval.
- Informing patient laboratory test results through telephone calls, Emails and SMS.

### **Staff Nurse (Paediatric Department)**

*Olaya Medical Complex, Saudi Arabia, Riyadh*

**Oct 2015 – Nov 2017**

#### **Duties and Responsibilities:**

- Checking their temperature and weight
- Provided detailed instruction to parents to ensure proper care for their children or new born and explaining the orders of the doctor as well.
- Assisting the doctor and preparing the needed vaccines.
- Monitoring of patients approvals.
- Record patients' Medical history and symptoms.
- Monitoring the vaccination schedule under Ministry of Health (MOH).

### **Staff Nurse (Cardiology Department)**

*Olaya Medical Complex, Saudi Arabia, Riyadh*

**Oct 2013 – Oct 2015**

#### **Duties and Responsibilities:**

- Conduct assessments of patients' cardiac health and review patients' medical histories.
- Maintain accurate and detailed patient records.
- Assist in various cardiac procedures, such as Stress tests and Electrocardiograms (ECGs), Holter Monitoring, 24HRS Ambulatory BP, Echocardiogram.
- Responsible for reviewing all laboratory reports and informing patients of lab test results, the results of any other diagnostic testing.

### **Staff Nurse (Urology Department & LITHOTRIPSY)**

*Olaya Medical Complex, Saudi Arabia, Riyadh*

**July 2013 – Oct 2013**

#### **Duties and Responsibilities:**

- Assists the doctor by anticipating their needs
- Assist with procedures performed in the outpatient setting like Catheterization and lithotripsy.
- Perform cystoscopies, stent removal and urethral dilation
- Prepares the OR Suite, sterile instruments / supplies and equipment for the surgical procedure.
- Collecting the specimen of the patient
- Scheduling the patient for their follow-ups.

## **Staff Nurse (Surgery Department)**

*Olaya Medical Complex, Saudi Arabia, Riyadh*

**August 2011 – Dec 2011**

### **Duties and Responsibilities:**

- Scheduling appointments
- checking vital signs, temp and weight
- Preparing patients for surgery by cleaning and disinfecting areas to be operated on
- Assists surgeons in the OR
- Arrange the instrument on the mayo table and on the back table
- Monitoring patient follow up visit

## **Staff Nurse (SURGERY, OB, Emergency Room)**

*Gov. Faustino N. Dy, Sr. Memorial, Ilagan City, Philippines*

**June 2008 – August 2010**

### **Duties and Responsibilities:**

- Scheduling appointments, including coinciding paperwork
- Preparing patients for surgery by cleaning and disinfecting areas to be operated on
- Assists surgeons in the OR
- Prepare the surgical operating suite with sterile drapes and sterile solutions appropriate sterile and non-sterile instruments and supplies
- Educate patient on procedures and interventions.
- Anticipate the needs of the surgical team according to the requirements of the procedure, facilitating a rapid turnover time between cases
- Handle required/requested instruments and supplies to surgeon during surgery
- Maintain instruments in an organized manner and monitor/track instruments counts throughout procedures
- Provides patients' personal hygiene by giving bedpans, urinals, baths, backrubs, shampoos, and shaves
- Maintains patient stability by checking vital signs, weight
- Follows patients pre and post-op

## **EDUCATIONAL ATTAINMENT**

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**Tertiary** : **Bachelor of Science in Nursing**  
Our Lady of the Pillar College Cauayan City,  
Isabela, Philippines  
**School Year 2004 – 2008**

## **RELEVANT SKILLS**

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- Computer Literate
- Patient Assessment
- Clinical Research
- Time Management
- Appointment scheduling and management
- Administering Injections
  
- Languages : Basic Arabic, Tagalog, ENGLISH

## **PROFESSIONAL CERTIFICATION**

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**Saudi Commission for Health Specialties (SCFHS) Licensed Nurse Tech – 11RN0051869**  
**Professional Regulatory Commission (PRC) Registered Nurse – 0629861**  
**Basic Life Support training**