**Jacqueline Soto**

**REGISTERED NURSE/MASTER OF NURSING EDUCATION (MSN)**

**Chicago, IL | 847-406-9688| jacqueline.soto@aah.org**

**MANAGER | NP STUDENT | EDUCATOR**

*Experienced Clinical Manager with almost 2 years of experience in nursing management and administration. Skilled in developing, implementing, and overseeing clinical policies, procedures, and programs. Experienced in developing and coordinating care plans, supervising, training staff, and patient education. Outstanding communication, collaboration, and problem- solving skills. Currently enrolled in the FNP program at University of St. Francis, where I am studying to become a competent provider for my community. Currently seeking a clinical site where I can see both adult and pediatric patients.*

**PROFESSIONAL ACHIEVEMENTS**

* Train Educate and Mentor Nurses, speaker, and award recipient-2021.
* Certified Rehabilitation Registered Nurse -2015
* Patient Safety award -2008
* Former Owner/Director Competent Healthcare Basic Nurse Assistant Training Program
* Graduate of 18-week Versant RN residency program-Advocate Illinois Masonic Hospital
* Rigoberta Menchu Woman of the year award -Latino resource center Chicago State University

**PROFESSIONAL EXPERIENCE**

|  |
| --- |
| 2023-Present **Manager Advocate at home*** 20 direct reports consisting of RNs, LPN, PTs, PTAs, HHA and OTs
* Aid with scheduling/triaging for branch including contract and agency nurses.
* Coordinating and running team huddles
* Clinical Manager Dashboards-Open encounters, LUPA risk, Recert due soon, No visit in last 7 days, Undocumented visit list, HHA supervisory due, Therapy med review, MSPQ, Revisions
* Timely initiation of care orders, Tracer visits,
* Utilization management-Ensuring Oasis accuracy with interdisciplinary collaboration to improve patient outcomes.
* Payroll
* Precepting and training
* Safety Event reporting Midas, Origami
* Medline approval and requests
* Recruiting, interviewing, Onboarding
* Team member engagement
* Patient Satisfaction
* Workday
* Manager on call and Holiday rotation

 2016-2022 **Advocate at Home** * Skilled nursing services to patients in their homes.
* Disease management, preventing rehospitalizations.
* Supervise Home Health aides, CNAs, and LPNs
* Skills-Ostomies, Trach care, Tube feeding, Foley care, LVADs, Pleurx catheters, Wound care, Compression Wraps, multiple disease management.
* Preceptor

7/2007 to 2016 **Advocate** **Illinois Masonic Medical Center**Nurse Clinician III Chicago, IL.* Implement holistic patient care using the nursing process.
* Charge nurse on a 22-bed rehabilitation unit (Rehabilitation institute of Chicago)
* Collaborating with an interdisciplinary team to ensure the best patient care.
* Clinical practice council member
* Promote teamwork and serves as a role model, consultant, educator, and resource.
* Preceptor

**EARLY CAREER** |
|  5/2006 to 7/2007 **Advocate Illinois Masonic Medical Center** Nurse Extern Chicago, IL.* Utilized knowledge and applied the nursing process to patient care.
* Worked under the supervision of a Registered Nurse on the Neonatal Intensive Care Unit while enhancing my knowledge and developing my skills.
 |

**SKILLS & EXPERTISE**

Home Health, Patient focused care, CPR/BLS, Customer service, Performance Improvement, Value Based Purchasing, Communication skills, Utilization Management, Time management, EPIC software, Fluent in English and Spanish

**EDUCATION & TRAINING**

***Alta Advocate Aurora Health Care***- Approved Bilingual Team Member-2023

***Master’s in nursing education –*** University of St. Francis Joliet 2018

***Bachelor of Science in Nursing*** – Chicago State University

***Licensed Registered Nurse-***exp May 2026 State of Illinois

***CPR/BLS Instructor Certification-***Chicago’s Pulseexp 2027

***Certified Nursing assistant Instructor-***Triton College

***SANE A****-*Chicago, IL

***NovTox neuromodulator course-***Aesthetic Mentor Hinsdale, IL

**EXTRACURRICULAR**

***National Association of Hispanic Nurses*-**Member

***Illinois Society for Advanced Practice Nursing*-**Member