

**Resume of:**  
**Cynthia Harthcock, RN**

23 Beebe Ln | Merrimack, New Hampshire 03054  
(603) 897-9720 | cindy@harthcock.net

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| <b>OBJECTIVE</b> | I am seeking a remote or telehealth position requiring a Registered Nurse. Areas of interest are: triage, nurse health coach, disease management, care coordination, chart review and quality assurance. |
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| <b>PROFESSIONAL PROFILE</b> | Focused, driven, professional nurse with experience in critical care, urgent care, emergency room, home health, and occupational health nursing. Able to work independently. Have experience with EPIC, Cority, Microsoft Office (Word and Excel). Have a dedicated secure home office with high speed internet. Licensed in MA, and NH (compact states). Have held security clearance. |
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**EXPERIENCE**

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| <b>Location:</b>                      | <b>Raytheon Occupational Health Clinic - Andover, MA</b><br>362 Lowell St<br>Andover MA   |
| <b>Dates:</b>                         | <b>11/2020 – Present</b>  |
| <b>Position:</b>                      | <b>Staff Nurse</b>  |
| <b>Hours / Week:</b>                  | 40  |
| <b>Supervisor:</b>                    | Charlene Toohey RN Health Center Mgr. 978-470-6092  |
| <b>On Assignment with contractor:</b> | Premise Health<br>5500 Maryland Way #120<br>Brentwood, TN 37027   |
| <b>Description:</b>                   | <u>Provide direct nursing care to Raytheon employees with injuries. Interview employees by telephone for return to work fitness after illness. Perform telephone contact tracing for employees exposed to coworkers with Covid -19.</u> |

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| <b>Location:</b>                      | <b>Federal Occupational Health (FOH)</b><br>James C. Cleveland Federal Building, 53 Pleasant Street, room 1401, Concord, NH 03301<br>(with travel to multiple clinics in Jacksonville Fl, Atlanta GA, Norfolk VA, Memphis TN, Andover MA) |
| <b>Dates:</b>                         | <b>06/2018 – 01/2021</b>  |
| <b>Position:</b>                      | <b>Nurse Associate / Staff Nurse</b>  |
| <b>Hours / Week:</b>                  | Varies based on need for coverage   |
| <b>Supervisor:</b>                    | Cynthia Januale, RN Area Nurse Manager 716-551-4508   |
| <b>On Assignment with contractor:</b> | Spectrum Healthcare Resources<br>12647 Olive Boulevard, #600, St Louis, MO 63141<br>Supervisor: Jim Rauch, VP of Client Services, 800-325-3982 ext. 4200  |
| <b>Description:</b>                   | <u>Provided care to patients in single nurse clinics. Arranged for follow up diagnostic test for federal employees to fulfill requirements for</u>  |

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employment exams. This included stress test, chest x-rays, specialized blood test such as rabies titers and Quniferon TB Gold and referrals to audiologist for hearing loss.

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| <b>Location:</b>     | <b>Milford Urgent Care</b>                              |
|                      | St Joseph's Hospital, 444 Nashua St., Milford, NH 03055 |
| <b>Dates:</b>        | <b>01/2017 – 11/2020</b>                                |
| <b>Position:</b>     | <b>Registered Nurse</b>                                 |
| <b>Hours / Week:</b> | 30  |
| <b>Supervisor:</b>   | Sharon Blackburn, RN Manager,<br>(603) 673-5623         |

**Description:** Provided direct nursing care to urgent care patients. Provided telephone direction regarding medical services offered at urgent care. Determined if caller required higher level of care and directed to the appropriate facility. Made follow up calls to patients for diagnostic studies performed in the urgent care. Ensured that primary care or specialist received results of diagnostic studies.

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| <b>Location:</b>     | <b>Monadnock Community Hospital, Emergency Department</b>  |
|                      | 452 Old Street Rd, Peterborough, NH 03458  |
| <b>Dates:</b>        | <b>01/2014 – 01/2017</b>   |
| <b>Position:</b>     | <b>Staff Nurse</b>   |
| <b>Hours / Week:</b> | 30   |
| <b>Supervisor:</b>   | Donna Infante, Director of Nursing<br>(603) 924-4699, ext 1774<br><a href="mailto:Donna.infante@mchmail.org">Donna.infante@mchmail.org</a> |

**Description:** Provided direct nursing care in a Critical Access Hospital to emergency patients. Answered telephone calls from patients discharged from the emergency room regarding instructions, medications and follow up care. Assisted with transfer of patients from critical access hospital to higher level facilities.

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| <b>Location:</b>     | <b>Milford Medical Center, Free-Standing Emergency Room</b>                                 |
|                      | St Joseph's Hospital, 444 Nashua St., Milford, NH 03055                                     |
| <b>Dates:</b>        | <b>10/2007 – 11/2013</b>  |
| <b>Position:</b>     | <b>Staff Nurse</b>  |
| <b>Hours / Week:</b> | 32  |
| <b>Supervisor:</b>   | Joan Sontag, Nursing Supervisor<br><a href="mailto:jsontag@sjnhh.org">jsontag@sjnhh.org</a> |

**Description:** Provided direct nursing care to emergency patients

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| <b>EDUCATION,<br/>LICENSURES, &amp;<br/>CERTIFICATIONS</b> | <b>University of Southern Mississippi</b> ; Hattiesburg, MS<br>Bachelor of Science Degree, Nursing (BSN)<br>1982<br><br><b>Registered Nurse</b> NH License #053876-21 - Expires Jun 2021<br>MA License #RN2276875 – Expires Apr 2022<br><b>Current: BCLS, ACLS, PALS</b> (American Heart Association)  |
| <b>VOLUNTEER<br/>WORK</b>                                  | <b>Texas State Board of Nursing</b> <ul style="list-style-type: none"><li>- Assisted in Special Medical Needs Shelter, Nacogdoches, TX, 2005 (post Hurricane Rita)</li></ul> <b>Remote Medical Access</b> <ul style="list-style-type: none"><li>- Assisted in free clinic (medical/dental examinations), Wise, Virginia, 2011</li></ul>                    |
| <b>Mentoring</b>   | Acted as Nurse Preceptor in 2020 for a student of Rivier University in Nashua, NH. <i>Community and Mental Health Nursing</i> (NSG350) is a 6-week course during which the student works with the Preceptor two days each week. Contact:<br>Emily Sheff, MS, RN, FNP-BC<br>603-897-8572<br>esheff@rivier.edu   |
| <b>REFERENCES:</b>   | Christina O’Shea RN, Occupational Health Manager<br>christinamoshea@hotmail.com<br>978-376-4510<br><br>Harry McKinnon MD, Staff Physician<br>Milford Urgent Care<br>442 Nashua St<br>Milford, NH 03055<br>517-334-6277<br><br>Cynthia Viveiros RN<br>Urgent Care/ER nurse<br>12 Owls Court<br>Merrimack, NH 03054<br>603-261-3676/cindy.veiros@comcast.net |