



Olivia Kim, RN, BS, BSN

Experience

RN Care Coordinator at One Kalakaua Senior Living

November 2016-Present

Oversee the Admissions and Discharges, Case Management Services, Service Planning and Care Coordination for the Residents of One Kalakaua Senior Living Association. Responsible for the assessments for all Assisted Living Residents. Processes all Admissions and Discharges to the Assisted Living Program. Assists with the development, review, and implementation of Resident Care Services policies and procedures. Also assists in RN staff coverage as needed as Charge RN or Admin RN. Provides new Resident orientations and performs initial assessments, initiates and compiles all required initial documentation including Advance Directives, POLST, Diagnosis, Allergies, Code Status, etc. As a member of Command Team, acts as medical command during medical emergencies and; in charge of directing staff, handling communications, completing incident reports.

Director of Assisted Living & Memory Support at Kahala Nui

January 2011-June 2016

Responsible for the daily planning and implementation of the care of 63+ Assisted Living and Memory Support Residents at Kahala Nui. Maintain Resident and family satisfaction of services provided. Conduct care plan meetings with Resident and family members. In charge of marketing the assisted living and memory support units, and maintaining extensive waiting list. In charge of all Resident admissions to assisted living and memory support, and maintaining a full census. Ensure department staff of 45+ maintains exemplary service for the Residents. Maintain, adhere, and communicate written policies and procedures that govern the operation of the department. Facilitate training and conduct competency exams for departmental staff. Participate in facility surveys by the Hawaii State Department of Health. Involved with day-to-day administrative tasks such as recruiting and hiring process, staff performance evaluations, timecard management and payroll, etc.

Charge Nurse at Kahala Nui

July 2009-January 2011

Oversee the nursing care of 27+ Residents on the comprehensive nursing units. Supervise staff on shift (4-5 certified nurses aides) to ensure exemplary service is provided.

Nurse Manager/Nurse Care Consultant at Wilson Homecare

May 2009-July 2009

Meet with customers to market the agency and provide consultation services with goals to provide long term home care services for clients. Visit and monitor the nursing care services provided by the staff at the clients' residence to ensure excellent care is being provided. Conduct routine training and competency exams for agency staff. Nursing care plans generated and updated for every client. Conduct interviews and participate in recruiting process.

Education

University of San Francisco

Bachelors of Science in Health Studies and Minor in Psychology

University of Phoenix

Bachelors of Science in Nursing

Skills

State of Hawaii Registered Nurse and Licensed Practical Nurse (Licenses current)

State of Hawaii Nursing Home Administrator (License current)

Hawaii State Board of Nursing Member since June 2015

Member of The National Society of Collegiate Scholars

CPR and First Aid Certified

Fluent in Korean and conversational Japanese