

catherine key, rn, bsn

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medical sales ■ sales support

Take-charge Health Care Professional with in-depth clinical experience and proven contribution in patient care, team leadership, continuing quality/process improvement, relationship management and communications. Effective in building productive working relationships at all levels based on technical expertise, discernment and trust. Authoritative, adaptable and diplomatic communicator. Organized, big-picture planner; skilled in anticipating critical issues and needs. Focused and systematic project manager.



Hands-on, respectful team leader with high expectations; direct and fair. Versatile and patient trainer. Judicious problem solver. Computer literate: working knowledge of common productivity tools. Energetic performer with a strong work ethic, a collaborative spirit and a passion for continued professional growth.

clinical experience

PARMA COMMUNITY HOSPITAL, Parma, OH

1995–present

Spine Coordinator

Manage equipment and supplies for complex spine surgery. Scrub and circulate. Ensure correct implants; prepare and track instruments, anticipating surgeon's expectations in terms of sequence and timing to ensure smooth uninterrupted workflow. Update surgeon's preference sheets. Orient and train core staff in procedures. Verify supplies used for accurate patient charges.

Assist other surgeons, as needed, in other surgical procedures; provide post-op patient care. Serve as liaison to surgeons, nurses and hospital administrators.

Periodically review supply costs; meet with vendor representatives to explore lower-cost alternatives and evaluate new products. Make buying decisions. Manage stock room; negotiate inventory levels.

- Work closely with prominent surgeon performing innovative, minimally invasive spine surgery; remain current on cutting-edge techniques.
- Identify periodic cost-reduction and process improvement opportunities to improve patient outcomes, increase efficiency and reduce costs.
- Organized spine room, instruments and supplies; streamlined supplies based on actual needs for each procedure to facilitate faster case turnover.
- Designed preprinted supplies form incorporating patient ID sticker and checklist for improved billing accuracy.
- Receive frequent commendations from surgeons for quality patient care.

METROPOLITAN GENERAL HOSPITAL, Cleveland, OH

1995–present

Staff Nurse

Currently circulate during heart and heart/lung transplant procedures for patients, birth to age 20 (PRN since 1997). Previously scrubbed and circulated for orthopedic surgical procedures.

- Served as acting Orthopedic Coordinator, general orthopedics, 1995-1998; ordered supplies and managed inventory stock levels. Provided liaison to nurses, surgeons and administrators, including 24/7 on-call issue resolution.
- Developed and implemented first kidney transplant program: selected one of six RNs for 24-hour call.
- Precepted inexperienced staff and new nurses; prepared and delivered inservices.
- Organized and developed Surgiware computer system incorporating case carts stocked with supplies based on surgeon's preferences.
- Selected to serve on Nurse Advisory Committee, 1998-2004.

DEACONESS HOSPITAL, Brookpark, OH 1994–1995

OR Nurse

Performed scrub and circulation duties for diverse surgical procedures. Organized OR team for weekend call. Demonstrated surgical equipment, including laser, microscope and video to OR staff. Ordered and managed emergency drugs.

CLEVELAND CLINIC, Cleveland, OH 1992–1993

Staff Nurse/ICU/Med. Surg.

Organized and coordinated patient care in 30-bed cardiac and surgical ICU. Managed large professional teams. Educated colleagues on highly technical, invasive monitoring equipment.

UNIVERSITY HOSPITAL, University City, OH 1988–1992

Staff Nurse/Open Heart Intensive Care Unit

Provided clinical leadership in pediatric patient care. Supervised and participated in cardiac arrest interventions.

- Designed and delivered lectures and demonstrations on Primary Care Nursing and Pediatric CPR.
- Initiated parent classes for children with heart defects; counseled families.

sales experience

Execute seasonal trunk shows for Stephané Fashions (since 2002); provided holiday sales/customer service assistance at Williams-Sonoma and Pottery Barn (two years).

training

EKG monitoring
CPR Instructor Course, American Heart Association

education

BSN, Cleveland State University, Cleveland, OH, 1990
RN, University Hospital School of Nursing, University City, OH, 1988