

**Arcilia M. Ortiz**  
**401 King George Road**  
**Cherry Hill, New Jersey 08034**  
**(609) 820-2958**  
**arcilia.ortiz@gmail.com**

**OBJECTIVE:**

Expansive career experience focused on community health and wellness, student bodies, health office needs, patient centered care, critical care, oncology, and medical surgical care.

Demonstrated the ability to readily adapt to new environments. Strong skills in nursing, leadership, communication and multidisciplinary collaboration. Accountable and responsible with a strong focus on community wellness and education.

**PROFESSIONAL EXPERIENCE:**

**Rutgers School of Nursing- Camden**  
**Director, School Nurse-MSN Program, Clinical Instructor**

**October 2023 to current**

- Lead the development and implementation of a comprehensive school nurse program and oversee a team of nurse educators.
- Fostering strong relationships with school administrators and community healthcare providers to enhance the overall well-being of students.
- Organized health education and vaccination initiatives for students and parents, promoting healthy behaviors, access to care, and awareness of available healthcare resources.
- Monitor and evaluate the performance of the school nurse certification program, making continuous improvements to enhance the quality of the program and student experiences.
- Program development and oversight of all aspects of the Master's in Nursing Program, from curricula development to admissions, ensuring program compliance with accreditation standards.
- Develop effective recruitment strategies.
- Collaborate with community partners in an effort to provide city students with essential resources for preventative care, management and access to care.
- Spearhead the instruction of undergraduate and graduate courses in community health and school nurse certification, leveraging extensive clinical experience to design comprehensive, relevant curricula that meet current educational standards and healthcare needs.
- Cultivate a dynamic learning environment that enhances student engagement through interactive learning methods, case studies, and real-world applications, significantly improving student learning outcomes and program satisfaction rates.

- Initiate community partnerships that provide students with practical field experience, enriching the educational process and strengthening community health services.

**Rutgers School of Nursing- Camden  
Assisted Living Program**

**June 2023 to current**

- Working in collaboration with the Camden Housing Watson Street Assisted Living Program to manage, coordinate, and provide and meet resident health care needs within the scope and guidelines of the program, provide community resources and corroborate any immediate health concerns with the residents healthcare providers.
- Assess for resident medical needs, complete and record skilled health assessments per the NJ state Medicare requirements.
- Communicate resident needs and concerns with the director of nursing, the program nurses, ancillary staff, housing staff while maintaining patient confidentiality, residential and HIPPA rights.
- Educate staff on state required professional requirement skills specific to statute and regulations.

**Rutgers School of Nursing- Camden  
“Rutgers Reaches Out Initiative” Grant Director, Project Investigator, and Clinical Professor**

**July 2022 to June 2023**

- Grant objectives oversight and development of program activities and progress. Manage outreach efforts and develop team strategies to increase community awareness and receptiveness of COVID-19 vaccines. Develop professional partnerships with community organizations to execute grant goals and successful clinics.
- Organize vaccination events, community education, canvassing, outreach efforts, meeting with community partners to communicate vaccination progress, collaborate community events and success to increase vaccination receptivity.
- Develop informational flyers advising the community of events and educating them on up-to-date CDC and State DOH guidelines and recommendations.
- Provide community clinical experiences and education to over 200 undergraduate and accelerated students with focus on community, holistic care and evidence based care and approaches to healthcare.

**Bell Pharmacy**

**November 2021 to May 2022**

- Collaborate with the NJDOH and FEMA in educating and administering COVID vaccines to community recipients.

**Rutgers University Camden**  
**School of Nursing- CoAdjunct Professor**

**September 2021 to July 2022**

- Provide nursing support for the Center for Interprofessional Practice, Education, and Innovation (CIPEI)
- Attend and participate in community vaccination events coordinated by CIPEI

**Camden City School District**  
**School Nurse**

**June 2021 to June 2022 Full Time**  
**June 2022- Current Per Diem**

- Collaborate with NJDOH, Camden Coalition, Rutgers University, FEMA, and Miguel's Pharmacy on the organization and facilitation of school district COVID-19 vaccine clinics.
- Provide students, families, staff and public community with education on CDC EUA and authorized COVID-19 vaccines, adverse effects, post-vaccination observation, recommendations and guidelines per CDC, NJDOH and Camden City School District.
- Vaccinate pediatric and adult population per CDC guidelines.
- Provide emotional support and apply nursing skills when any reactions are suspected or evident, teamplayer.
- Provide essential health care service to students in multi level alternative middle school and high school level programs.
- Assess and treat students will minor first aid care needs, educate on disease mgmt, seizures, diabetes, asthma, and mental health.
- Communicate concerns with students, families, and staff in regards to COVID screening, testing, quarantine, and contact tracing per CDC/DOH recommendation and district policies.
- Collaborate with an interdisciplinary team, child study team, families and healthcare professionals as the circumstance requires.
- Promote nutrition, basic hygiene, infection prevention, physical fitness, and community resources.

**Camden County COVID 19- Vaccination Site**  
**Registered Nurse**

**December 2020 to August 2021**

- Educate recipients and family of COVID 19 vaccines, provide emotional support, utilize nursing skills when any reactions are suspected or evident, teamplayer.
- Work collaboratively with county employees in a fast pace, professional and pleasant work atmosphere, administering COVID 19 vaccine to community citizens.

**Moorestown Visiting Nurses Association** **Moorestown, NJ**  
**Clinical Manager Intake Department**

**June 2019 to May 2021**

- Supervise day to day processes in intake and managed care, identify and address failed processes, performance issues, directing administrative and personnel matters, staff training and development
- Collaborate with clinical teams regarding referrals received, physician orders and patient continuity of care
- Evaluate that referrals received meet Home Care Criteria and Medicare Guidelines
- Develop and maintain a strong network of contacts within the agency, referral sources, hospitals and facilities to ensure quick referral processes, timeliness of care and continuity of care
- Ensure that policies and procedures are implemented
- Maintain liaison communication to foster collaboration with hospital and facilities resources

**Registered Nurse, Case Mgr**

**December 2014 to June 2019**

- Utilizes patient and family input to develop the patient's plan of care and present it to the patient's physician for final approval.
- Coordinate the implementation of this plan of care with the patient, necessary service providers, and make appropriate changes to the care plan as needed.
- Effectively manages rapidly changing situations.
- Develop rapport with patients, family, staff and other health care professionals.
- Communicates with health insurance companies, patient's physicians and care teams regarding patient needs and updates on patient status of health in order to make appropriate changes to the plan of care as needed.
- Coordinates services of other members of the health care team.
- Supervise visiting nurses following a plan of care and home health aides care plan that provide direct patient care.
- Case Management
- Oncology Home Care Registered Nurse

**Cooper University Hospital Camden, NJ**

**Registered Nurse- Emergency Room**

**January 2017 to June 2018**

- Provide initial assessment and safe care to stabilize patients in a fast pace Level I Trauma Center and Stroke Center
- Administered Critical Care IV medications
- Assisted in care of traumas, critical care of patients with cardiac arrests, stroke codes, sexual assaults, overdoses, psychiatric and conscious sedation, intubations, hypothermia protocol
- Independently maintained safe and effective care to patients with different acuity levels in a time restricted and demanding environment
- Constantly communicated and collaborated with physicians, respiratory therapists, interdisciplinary team, pharmacists and other healthcare professionals to ensure optimal care was given in a timely manner

**Cherry Hill Twp School Board**

**Substitute School Nurse**

**November 2017 to present**

- Substitute Schools Nurse at Elementary, Middle and High Schools Levels
- Responsible for assessing, educating and treating student health needs related to first aid, concussions, asthma, allergies, special needs, puberty changes and menstrual symptoms, daily medications and diabetes.
- Accompany students and staff on field trips where students are known to have allergies, medication needs, asthma and diabetes.

**Cooper University Hospital  
Registered Nurse-Oncology-Med Surg**

**March 2013 to December 2014**

- Strong analytical skills, easily assess conditions and implement appropriate interventions.
- Demonstrated aptitude for developing new skills and excellent team player.
- Effectively manages rapidly changing situations.
- Develop rapport with patients, family, staff and other health care professionals.
- Maintain critical thinking skills essential to providing competent and dignified patient care.
- Relate well to people from a variety of cultures and socio-economic conditions.
- Provide patient centered approach, holistic care and evidence based care.
- Fluent in both English and Spanish.

**Family Therapy and Consultation Services  
(Camden County) Wenonah, NJ  
Behavioral Assistant**

**January 2013 to December 2014**

- Utilize my professional law enforcement experience and nursing skills in an approach to build on a child's life skills and knowledge while providing excellent client care.
- Demonstrated aptitude for developing new skills and excellent team player.
- Readily develop rapport with clients, family, staff and other social service care professionals.

**Deptford Township Police Department  
Deptford, NJ  
Police Officer / Investigator**

**September 2005 to January 2007**

- Provided for public safety by maintaining order, responding to emergencies, protecting people and property, enforcing motor vehicle and criminal laws, and promoting good community relations.
- Investigator
- Examined records and governmental agency files to find incidents and activities.
  - Analyzed completed police reports to determine what additional information and investigative work was needed.
  - Worked with Federal, State, and Local law enforcement agencies in a collaborative effort to detect and investigate crimes.
  - Recorded progress of investigations, maintained informational files on suspects, and submitted reports to commanding officers or magistrate to authorize warrants.
  - Gathered and completed all fact-finding reports, evidence, and confession statements.

- Prepared numerous affidavits pursuant to arrest warrants; and testified before Grand Jury and the Superior Court, when necessary.

**University of Medicine and Dentistry  
Stratford, NJ  
Police Officer**

**September 2001 to July 2004**

**TECHNICAL SKILLS AND CERTIFICATIONS:**

- Experienced with Microsoft Office: Excel, Word, & PowerPoint.
- Trained in the utilization of clinical documentation software applications such as SORIAN, EPIC and GENESIS.
- Substitute School Nurse Certification March 2017  
Cherry Hill Twp School Board Substitute Nurse
- C.P.R. / Basic Life Support for Healthcare Provider, American Heart Association, Certification, Exp. 10/2025
- ACLS/PALS/CCRN- Critical Care Nurse 2017
- State of New Jersey Licensed Registered Nurse # 26NR16204200, Exp. 5/31/2026
- State of New Jersey Forensic Nurse- CSA # 26NF00081700, Exp. 5/31/2026

**EDUCATION:**

- Rutgers University Masters in Leadership and Education December, 2021
- Rutgers University School Nurse Certification, Graduate Program 2021
- State of New Jersey School Nurse Certification 2021
- BACHELOR OF SCIENCE IN NURSING  
Rutgers, The State University of New Jersey  
School of Nursing – Camden, NJ Graduated May 2012
- ASSOCIATE IN SCIENCE  
Camden County College – Blackwood, NJ Graduated May  
2010
- STATE OF NEW JERSEY  
Certified Behavioral Assistant 2013
- CAMDEN COUNTY POLICE ACADEMY  
Blackwood, NJ – PTC Certification June 2002

**REFERENCES:**

- Available upon request

**LANGUAGES:**

- Read, write and speak Spanish fluently