



**What we mean when we say we want more info on your CV...**

**Description and Mission:** To ensure nurse CV's are complete with the most relevant information requested from facilities.

**REGISTRATION**

We want to know your AHPRA number/s.... a number and expiry date would be great....

**Example:**

AHPRA: NMW00005862245      Exp: 31.05.2012

**EDUCATION**

Where did you do your training?  
Have you done any Post Graduate Studies since?

**Example:**

2009: Office of Rural and Remote Education, Workforce Unit - Immunisation Endorsement  
2008: Mackay TAFE - Certificate IV in Workplace Training and Assessment  
1999 – 2001: University of Newcastle – Bachelor of Nursing

**EMPLOYMENT HISTORY**

We want to know **where** you work – **when** you worked – and also **what you did** while you were there!

*You can dot point it like this:*

**Dec 2004 to Nov 2006      Princess Alexandra Hospital,  
Acting Clinical Nurse / Registered Nurse      Brisbane, QLD**

- As part of my employment in this unit, I was responsible for both the direct and indirect care of acute and chronic vascular clients
- Provided direct care, but was also in the position of senior nurse and delegated to the responsibility of in-charge for a large proportion of my shifts
- The in-charge role includes bed management, staff allocation and appropriate use of resources, dealing with After Hours Management, as well as dealing with issues that arise with clients and their families after hours, such as complaints, emergency accommodation, and explaining client care to those significant others
- Took pride in and enjoyed facilitating client and student education
- Responsible for maintaining the Quality Assurance Portfolio for the unit
- Direct patient care included looking after acute vascular clients post-operatively, such as day 1 AAA repairs, major bypass grafts, and acute limb ischemia



## FACT SHEET

- This unit also played a big role in wound management, health promotion, diabetes awareness, amputees and preventing deterioration of vascular status
- Working in this department continually gave me strength to build upon practical nursing skills due to the large number of acutely ill clients

## PROFESSIONAL DEVELOPMENT

Workshops, seminars, conferences, short courses, on line training, modules – have you completed things like this in recent years? Tell us about them!

### Example:

#### **2012**

- Remote Emergency Course (REC), CRANA Plus
- Basic Life Support
- Drug Calculations
- Fire and Emergency
- Manual Handling
- Occupational Violence and Aggression
- Preceptorship – QLD Health Program
- P 2 FIT – Train the Trainer – Pandemic awareness and personal protection equipment workshop

#### **2011**

- Renal Education Day – Run by Eprex covering all things renal – health, anatomy, disease diagnosis, care post disease diagnosis etc.
- 'Finger on the Pulse' – Vascular workshop. Run by the Vascular Unit at the Princess Alexandra Hospital. Involved practical information sessions regarding vascular nursing in both surgical and medical divisions.
- Venipuncture

#### **2010**

- Acute Life Threatening Emergencies, Recognition and Treatment
- ECG Interpretation Course
- Emergency Paediatric Nursing Course (ENPC)

#### **2009**

- EQUIP 4 training – QLD Health Quality Assurance Monitoring Program.
- Advanced Life Support (ALS), Mackay Base Hospital