

Amaryllis B. Lobb

11724 Hodgenville Road
Mt. Sherman, KY 42764

H: (270) 932-4007
M: (270) 403-1241

Objective

To assist in leading a service based organization toward the fulfillment of its mission through 1) sound strategic planning and governing board participation, 2) effective management of financial and human resources, and 3) building a corporate culture emphasizing person-centered care, servanthood, personal accountability dignity, honesty and trust.

Summary

Over twenty years of leadership experience in the senior care/elder services field, working mainly in not-for-profit, faith-based, and for-profit long term care organizations (both multi-site and free-standing facilities), as well as in acute care-based health systems, senior apartments and private rental property. Direct experience with leading the development and construction of one of the largest outpatient Neuropathy care centers in United States, freestanding therapy clinics as well as transforming stressed operations to achieve regulatory compliance, fiscal stability and increased client satisfaction as well as the turnaround of community opinion. Successful history in several areas including but not limited to: long range strategic planning, early adaptation of advances in technology and promising care approaches, innovations in staff recruitment and retention, higher education affiliations and “teaching nursing homes,” multi-organizational collaborations, debt restructuring and restructuring professional trade organization. Known for exceptional intermediary skills, excellent interpersonal skills and superior relationship building, technical knowledge and regulatory requirements, outstanding team leadership, passion and high energy level, and recognized as a results-oriented, no-nonsense, focused, visionary, deeply committed, career oriented professional with a strong presence in the healthcare services field.

Career Highlights

- Sub acute Rehabilitation, complex Medical Surgical Program, Outpatient and Rehab Private Practice Program Development,
- Strategic Planning: State organizations, Health Care complexes, Private organizations
- Legislative Activities: state & federal
- Numerous Multi million-dollar facility renovation/expansion (emergency and non emergency)
- Marketing and sales to Managed Care entities
- Led facilities to numerous regional and national awards

Executive Management Consultant

Provided management consulting since 1991, to individuals within healthcare and non-healthcare; business & strategic planning, establishing of government and private contracts, personnel / human resources (licensed and no licensed professional staff), client and regulatory, accreditation processes, reimbursement, coaching leadership and teamwork and accreditation processes.

Educational Services

Taught 1st – 12th grades educational core and electives programs for LaRue and Green County School Systems. Taught 5th – 12th grades educational core and electives programs on-site at a secured adolescent treatment center “The Life Connection”. While working with adolescence with a wide range of disorders I assisted in development and application of student’s treatment plans and IEP’s. Utilizing special training and skills regarding federal and state governmental rights of individuals needing / receiving mental health, mental retardation, prevention, victim services and substance abuse services in Kentucky. In addition, assisted Principle to insure the educational program was complying with KECSAC and COA requirements. Participated in the KECSAC/COA survey process as an educator. Served as a special speaker and educator for several Universities and trade association, coordinated CME offerings for physicians.

Work Related Experience

Executive Liaison

Served on organizational state and local boards; testified before state and federal legislative committees and individual committee members as a representative of Hospital CEO/Administrator, during this time a behavioral/mental health and alcohol drug rehab unit was established which allowed me the opportunity to be a part of the opening of the acute care facility. Served on Area Development District Certificate of Need Board, Expert Witness before state Certificate of Need Board, and as community liaison for acute care annual evaluation and critical access accreditation committee. Served as president of a regional and state professional trade organization.

Director of Social Services

Insured the psychosocial needs of patients and residents of acute care and long-term care facilities were met and all federal and state regulations were being followed. Had the opportunity to participate in the development and startup of behavioral/mental health psychiatric and alcohol drug rehab acute care unit.

One-Year Administration Practicum

Successfully preformed within an acute care, long-term care setting with a rotation in emergency room and acute care behavioral unit of the Jane Todd Crawford Memorial Hospital. Healthcare administration/management of facility operations management, personnel management and finance, direct interaction with licensed and non-licensed professional and line staff.

Accomplishments

Administration/Operations

- Provided the leadership for at least 20% financial and occupancy growth .of independent living apartment leasing
- History of continuously exceeding yearly Net Operating Income
- Successfully Coached Senior department managers in effective building of relationships, leadership, teamwork, etc. with positive outcomes
- Provided the leadership for at least 20% financial growth of the facility's business, maintaining 96% occupancy on a consistent basis and maintained Union free-work place.
- Leader in negotiating health insurance Managed Care contracts and general employment contracts.
- Developed and implemented Outpatient Rehabilitation Facilities, and opened therapy private clinics state wide, establishing largest Outpatient Neuropathy Care Center in United States (within first 9 months exceeded projected business plan/patient per day and financial goals).
- Implemented a sub acute rehabilitation program and complex Medical-surgical sub acute care unit.
- Established non-invasive Wound Care program and numerous other programs
- First, to implement the RUGS III Pricing Model in KY (before becoming mandatory by Medicare) for managed care referrals to Subacute care services
- Successfully marketed local and out of state referral sources: long-term care and sub acute Case Managers
- Developed, implemented successful and innovative activity, and recreational programs
- Implemented successful marketing program for independent/congregative living apartment complex
- Successfully supervised and directed emergency roof replacement of healthcare, outpatient rehab, & child daycare facility at 100% occupancy with no negative outcomes.
- Successful Strategic Planning—Globus academic international competition finished in the top 20 (North America, Europe-Africa, Latin America, Asia-Pacific regions) June 2006.

Healthcare, Independent and Assisted Living Professional Experience

PRESBYTERIAN HOMES AND SERVICES OF KY, INC

1999 – 2005

Louisville, Kentucky

Started in 1882, Presbyterian Homes and Services is a faith-based provider of senior housing and long term care services, and is recognized regionally as an innovative, top provider of elder care services. With locations in four communities throughout Kentucky and annual budget of over \$24 million, 90 % of revenues go directly to support program services, as well as provided benevolent care to residents totaling nearly \$275,000. Presbyterian Homes provides top quality, mission-based care for over 1,000 people each year through its network of continuing care retirement communities, adult day care program, and affordable supportive residential services for senior adults, as well as treating 1,000 people each month in outpatient and private clinic therapy services for adults and senior adults. The organization's strategic initiative to concentrate its future growth in the elder care field has set the stage for its expansion into new markets and with a broadened array of services. Presbyterian Home's has served as a catalyst for others within the Presbyterian Church, U.S.A., to join this ministry of providing compassionate care and service to older adults across the nation. Presbyterian Home's strong service-oriented foundation is perpetuated by the organization's on-going commitment to pursuing its corporate mission and vision while adhering to its stated core values.

Lumina of Kentucky, LCC

July 2004 – March 2005

Elizabethtown, KY

Executive Director (corporate promotion)

Responsible for 1) leading and overseeing the daily operation of the Outpatient and Private Clinic Division and related contracts, as well as government relations; and 2) developing new programs, services and business relationships. Directly supervise the directors of therapy operations, risk management and marketing, and indirectly supervise over 65 employees statewide, with an annual operating budget of over \$2.5 million. The following areas have been positively affected by my direct involvement:

STRATEGIC PLANNING

- **Introduced "Lumina of Kentucky®"** and spearheaded the organization's *strategic plan implementation* process and
- Advocated for and facilitated the development of a board-approved *new outpatient and private therapy clinic program and partnership opportunities* to ensure project alignment with the strategic plan.

OPERATIONS

- *Deficiency-free certification/licensure surveys for Outpatient Rehabilitation Facility*
- Developed with each clinic director site-specific startup strategies for increasing:

◦ **Net Operating Income** for Therapy Services, which *grew in nine months*

80% from \$1,000 to \$50,000:

- **Enhanced operating revenues by:**
- Increasing Private Insurance and Medicare Part B utilization by 80% from a system-wide daily average of under 5 to over 45, placing a greater marketing and therapy emphasis on recruiting rehab candidates from area physicians and hospital discharge planners, as well as community, civic and church groups. Investing in staff resources to provide awareness education to ensure the appropriateness of their rehabilitation referrals and services offered.
- Increasing commercial insurance utilization by nearly twenty-fold, from a daily average 1 to 21 following the same approach as above; and
- Capturing greater Private Insurance, Workers Compensation and Medicare credit for the care rendered to patients in the key therapy modalities (physical, occupational, speech and nutrition) qualified them for higher payment schedule.

- **Recruited highly qualified Orthopedic Rehabilitation Medical Director and Clinic Directors for the organizations three largest outpatient and private therapy clinics** (responsible together for over one-half of corporate annual therapy revenues);
- Assisted in the recruitment of highly qualified therapist for all clinics and modalities (physical, occupational, speech and nutritional)
- **Recruited qualified Business Office Managers** for each therapy clinic (responsible for gathering and confirming patient financial coverage, personal and referral information insuring all forms completed and signed); **Trained office managers in admission, billing procedures and coding but not limited to CPT, ICD-9, HCPCS, etc..**
- Development and implementation of outpatient and private clinics Policy and Procedures, and job descriptions
- Demonstrated the ability to **inspire site clinic directors** to exercise executive judgment, try new approaches to overcoming operational challenges, and further their own professional growth.
- Personally developed and implemented outpatient and clinic Policy and Procedures, and job descriptions (providing training and development for all professional and management staff) including but not limited to “**Lumina Outpatient Rehab Rehabilitation Questionnaire ®**” for quality assurance tracking.
- Personally negotiated **contractual and accreditation** processes for Medicare, insurance, school systems, factories and workers compensation, healthcare facilities as well as others.
- Personally processed **Medicare 855R for accreditation** for outpatient and clinic therapists’ personal treatment identification number.
- Assisted in **Marketing and Sales**

INTRODUCED NEW TECHNOLOGY

- Introduced and implemented **Anodyne®** inferred treatment for Neuropathy, wound care, chronic pain as well as other treatments.
- Assisted in the introduction and implementation of the **portable electronic notebook system** for capturing all treatment codes at the time of service rendered for all therapy documentation.
- Introduced and implemented “**The Sight Advantage®**” for **Low Vision**
- Introduced and implemented “**Vitalstim® Therapy**” for stroke and swallowing problems

EXTERNAL RELATIONS

- Developed formal **affiliations with several area academic health professional training programs for clinical rotations**, including:
 - Elizabethtown Community College: nursing (RN, LPN), nurse aide, medical records, and social work
 - Spaulding University: Occupational Therapy
 - Green County Vocational School: Nurse aide

**Helmwood Healthcare Center
Helmwood Village Retirement Community;
Helmwood Out Patient Rehabilitation Agency**
Elizabethtown, KY

December 1999 – March 2005

Executive Director of Elizabethtown Campus

Responsible for overall operation of a 127 **resident, (which include apartment residents,) not-for-profit, multi-level retirement community** with annual revenues of **\$4 - \$6 million** and **120 employees**, as well as for community relations and strategic planning for the Helmwood Healthcare Center, Helmwood Village Retirement Community (Independent and Assisted Living housing) and Helmwood Out Patient Rehabilitation Agency. Significant outcome included:

- Superior ratings and excellent certification/licensure surveys for four of five years
- Prestigious “Five Star” rating awarded five out of five years for outstanding services provided on Campus (CCRC). Awarded by [Health Grade.com](http://HealthGrade.com) of Colorado 17,000 health care providers surveyed & services reviewed in a 50-mile radius only one other received this rating
- Developed strategic plan for achieving optimal site utilization and service mix, as well as long-range strategic plan for Elizabethtown campus;
- Increased census by 39%
- Reduction of therapy company contract services by 100% and increasing therapy revenues by 70% by restructuring and implementing in-house therapy program.
- Introduced and implemented sub acute Rehabilitation, complex Medical Surgical Program, Outpatient Rehab and Private Practice Program Development
- Established non invasive Wound Care program and numerous other programs
- Recruitment of Senior Staff: physician, therapists, nursing, etc.
- Reinstated Outpatient Therapy CON for Helmwood Outpatient Rehabilitation Agency,
- Successfully Coached Senior department managers in effective building of relationships, leadership, teamwork, etc. with positive outcomes
- Leader in negotiation health insurance Managed Care Contracts
- Successfully negotiated insurance contracts for alternative living sites for Assisted Living insurance holders.
- Human Resource development of all professional staff (physicians and therapists)
- Development and implementation of Policy and Procedures, and job descriptions
- Developed and implemented a campus human resource “*Employee Exit Interview*” utilized as an employment retention tool and increase employee satisfaction using Questions such as: “Tell me about how you've come to decide to leave? What has been good/enjoyable/satisfying for you in your time with us? What improvement could be made to the way that you were inducted /prepared for your role(s)?”
- Developed and implemented “Sensitivity Training” program for all campus staff , outpatient and clinic staff.

NEW SERVICES AND GROWTH

- ***Developed and presented business plan for the following ventures***, resulting in board approval, having direct involvement with all aspects of ***master planning and design for proposed projects***, including marketing feasibility analysis, architectural design, equipment and review, financial feasibility models, communication and negotiation with federal, state and local agencies:
 - Elizabethtown: Dedicating and redesign of 5,000 square feet of underutilized space for Outpatient Rehabilitation . \$250 thousand equipment expenditure.
 - Elizabethtown: Dedicating and redesign of 4,000 square feet for Inpatient Rehabilitation.
 - Elizabethtown: Dedicating and redesign of 1,000 square feet for resident and employee training facility.
 - Elizabethtown: \$3 million emergency renovation of Helmwood Healthcare Facility with emergency relocation of 60 residents over a three-month period,
 - Acquired three Emergency CON’s, for the reallocating of lower level facility space for two 10-bed resident care wards.
 - State building licensing and re-licensing survey performed prior to each facility wing of 20 residents’ relocation and return. (three wings involved / 20 beds per relocation)
 - Elizabethtown: \$1 million Sunroom expansion at Helmwood Healthcare Center to provide a private, comfortable and enjoyable environment for residents and family members.
 - Louisville: ***Quarter of a Million Dollar*** financial venture to partnered with therapist and provided 800 square foot rental space to develop a financial feasibility model for a private therapy clinic, providing management education, marketing, equipment, credentialing, billing and collection services.

- Louisville: Over \$1 million project to complete architectural design, equipment and furnishing to relocated private therapy clinic to 4,000 square foot rental space and continued to provide management direction, marketing, equipment, credentialing, billing and collection services.
- Campbellsville: Directed ***Quarter of a Million Dollar*** redesign of 5,000 square feet rental property for private therapy clinic, providing equipment, credentialing and billing services.
- Pikeville: ***Quarter of a Million Dollar*** equipment, architectural redesign for 1,000 square feet of underutilized space for private therapy clinic rental.

FINANCE AND MISSION ADVANCEMENT

- ***Increased private contract services revenues*** by over \$35,000 in 2004 and 2005, and developed new marketing materials for more intentionally promoting those services in the future;
- ***Initiated and consistently increased revenues*** of inpatient managed care contracts by over \$40,000 in 2004
- Exhibited ***“Leadership and Community Involvement”*** by assisting with the development of the “Community Health Clinic of Hardin – LaRue Counties” in 2001 and 2002 by donating medical equipment and soliciting staff to volunteer time to help establish clinic and volunteer in the free clinic providing basic health care services to the uninsured, low-income residents of Hardin and LaRue Counties.
- Successfully negotiated insurance contracts for alternative living sites for Assisted Living insurance holders.

BOARD RELATIONS

- Assisted and provided staff support to the board in developing the organization’s ***“Sarbanes-Oxley”*** policy and procedure addressing mandates of ***Section 802, Medical Records***.
 - Organized and co-led facility staff in the writing of the Sarbanes-Oxley Medical Record compliance policy and presented it to the board receiving board approval.
- Provided ***board member training***:
 - What Anodyne Therapy is and how it should or should not be used.
 - What ***“Vitalstim® Therapy”*** for stroke and swallowing problems is and how it is utilized by the Speech Therapist
 - What and how ***“The Sight Advantage®” for Low Vision*** is used by the Occupational Therapist and how it opens a new avenue to work with Optometrists
 - How Physical, Occupation, Speech and Nutritional Therapist treated residents / patients.
 - Managed care contracting per patient, what and how insurance companies negotiate service rates.
 - Educated board members in area of how to provide therapy contracts for schools, other healthcare facilities and factories.
 - Hosted and participated in Quarterly Board Meetings.
- ***Reported regularly on significant developments*** concerning current operations, prospective service opportunities under evaluation, and pertinent legislative and regulatory issues.

RESIDENT AND FAMILY RELATIONS

- Introduced and implemented ***“My Great Idea” campus*** satisfaction / suggestion questionnaire to address immediate issues / needs and to establish baseline measures of ***resident and family likes, dislikes and campus improvements***, and developed with each department head goals and related action plans for increase resident and family satisfaction and provide a feeling of ownership and accomplishment and improvement in resident care and facility campus upgrade. This program utilized by at least 95% of families and residents. Administration was able to utilize information to support numerous capital improvements such as:
 - 2004 added a 300 foot industrial Awning extending from front of the healthcare across the drive to protect individuals from rain and sun.
 - 2003 the capital purchase of ***new handicapped van*** for resident transportation.
 - 2003 Dietary implemented a ***restaurant style menu*** for all three meals with two alternatives other than the main menu. Menu provided choices for residents with and without special diets, unless special restrictions ordered.
 - 2000-2005 Facility maintained and 99-100 % Yes to the question “Would you recommend this facility to another?” asked both in “My Great Idea” and corporate office mailed facility questionnaire.

- Merged *Campus Volunteer Programs* into one. Growing from 15 volunteers in 2002 to over a 100 active volunteers in 2004.
 - Implemented yearly *Volunteers Awards Banquet* in 2002, providing tangible, mental and public recognition for their wonderful contribution to the residents wellbeing.
- **Implemented e-mail communication between residents and Executive Director** in 2004 allowing residents alternative method to communicate with Executive Director. .
- Significantly *elevate tri-community intra-organizational visibility of facility management* by all department managers participating in at least two resident activities per week; and
 - Facilitated special speaking engagements for all healthcare department management staff to present at Elizabethtown Community College, Western Kentucky University (Elizabethtown Campus), Campbellsville Universities, administration, nursing, nurse aide, social work, medical records and therapy programs.
- 2003 Implemented “Adopt a Resident”, staff members encouraged to adopt a resident with few visitors to provide friendship and encouragement.
- 2003 Participated in “Leadership Elizabethtown

**AB Lobb Ministries and Music,
AB Lobb Independent Managed Care Consulting**
Mt. Sherman, KY

1991 - Present

A.B. Lobb, Ministries & Music is a Christian consulting company established in 1986 by Amaryllis B. Lobb, MBA, LNHA, SWD, CAD to provide educational, management, and consulting services to various colleges, universities, health care organizations, ministerial alliance organizations and business. In 1994, the company expanded into the managed care arena providing direction, education and assisting with individual private client managed care needs and community education.

AB Lobb Independent Managed Care Consulting
Mt. Sherman, KY

1994 - Present

Executive Director

Insured home health, acute care, hospice, rehabilitation and durable equipment services were meeting needs of patient

- Pre-authorization and treatment plans are followed for insurance compliance
- Review insurance billing and payments
- Liaison and patient advocate between physicians, healthcare provides and patient and family
- Provided training and education programs for educational institutions and general public

AB Lobb Ministries and Music
Mt. Sherman, KY

1991 - Present

Executive Director

Educating Ministers, Christian Counselors, and Lay People how and why a proactive approach in Nursing Home Ministry development is needed. Overcoming personal feelings as well as fulfilling the Great Commission. An interactive seminar/workshop that involves all participants, utilizing lectures, films and music.

- Dealing with personal feelings about nursing homes
- Who are these people in the nursing home
- Understanding the nursing home bureaucracy (by departments)

- What to do when something is wrong
- Who will answer their questions
- How to choose a nursing home
- Residents Rights
- When a state surveyor calls
- Choices and alternatives to nursing homes
- What are waiting lists
- Nursing home cost and payer types
- HIPAA

Renew Health

1997 - 1998

Northbrook, IL

A privately owned consulting business developed by Dulcelina Stahl, PhD to providing accreditation resources and direction for Long Term Care, Sub Acute Rehabilitation, complex Medical Surgical Programs, Out Patient and Private Practices within the United States.

Kentucky Regional VP Marketing / Development

- Strategic Planning and Client Development
- Regulatory
- Providing accreditation resources for: Long Term Care, Sub acute Rehabilitation, complex Medical Surgical Program, Outpatient and Rehab Private Practices
- Program Development

Unicare Health Care Facilities, Inc.

1986-1996

Milwaukee, WI

Unicare Health Facilities, Inc is a for-profit wholly owned subsidiary of Extencicare Inc. founded in 1968 and is one of North America's largest long-term care providers with 264 senior care facilities and 29,500 residents. The company provides high quality long-term care and related medical specialty services. With Revenues of \$600 million, of which 60% represented skilled nursing facilities.

In 1975 the United States operations was established and is represented in 13 states and operates 152 nursing facilities with 16,551 beds with an occupancy rate of 89% and 22 assisted living and retirement facilities, with 874 units with occupancy rate of 86%, with revenues over \$1 million.

In Kentucky, Unicare operates 18-health care facilities in 15 counties, all licensed as skilled nursing facilities and subacute facilities with one assisted living, which represents about 1,500 beds as well as numerous outpatient therapy facilities. These facilities provide a broad range of high quality care services that include long-term care and subacute care, skilled nursing and inpatient and outpatient rehabilitation services as and medical equipment supplies and industrial pharmaceutical services provided. These services are also rendered to non-affiliated facilities.

Administrator / Executive Director

1989 - 1996

Medco Center of Campbellsville

Campbellsville, KY

Responsible for overall operation of a 67 **resident, for-profit, multi-level healthcare facility** with annual revenues of **\$3 to \$5 million** and **100 employees**, physicians, contract services, strategic planning and community relations for the Medco Center of Campbellsville. Significant outcomes included:

- Numerous Deficiency-free, Superior ratings and excellent certification/licensure surveys for 9 out of 10 years
- Prestigious – “Central Kentucky Facility of the Year” awarded Medco Center of Campbellsville, Awarded by Kentucky Association of Healthcare Facilities, of Louisville, Kentucky.
- Developed strategic plan for achieving optimal site utilization and service mix, as well as long-range strategic plan for Medco Center of Campbellsville
- Increased Medicare census and revenue by 100%
- Writing Certificate of Need and receiving approval for Outpatient Rehabilitation (PT, OT, and ST)
- Introduced and implement a sub acute program, complex medical surgical program with considerable success and a record of accomplishment of effective and efficient management of a long-term care facility. (For-profit)
- Successfully Coached Senior department managers in effective building of relationships, leadership, teamwork, etc. with positive outcomes

STRATEGIC PLANNING

- Developed yearly and 5-year marketing, sales and development plan/s with desired outcomes for Medco of Campbellsville
 - 1990 Applied for and approved 25-Bed Skilled Medicare/Medicaid Unit
 - 1992 Rehabilitation Department developed and implemented (recruitment and contractual negotiations for therapy staffing and physicians)
 - 1992 -1993 Building and Renovation Projects. Built new rehabilitation wing, in charge of complete project from bids, ground breaking, monitoring progress and time tables, state building codes to ribbon cutting ceremony.
 - 1994 Developed 25-Bed Subacute Medicare Certified Unit
 - 1994 Established private Managed Care contracts for rehabilitation and subacute care.
 - 1995 Complete remodeling of healthcare facility
 - 1996 Applied for Joint commission and received confirmation letter accepting application, review to be completed in 1996.
 - 1996 Applied for and received CON to provide outpatient rehabilitation services.
 - 1994 – 1996 Successfully recruited physicians in the field of Orthopedic and Physiatry (rehabilitation physician) Physicians and Therapist to service medical surgical and rehabilitation residents.

OPERATIONS

- Exceeded budget yearly from 30% to 1,000%
- Project Manager \$2.5 million new addition and facility renovation from ground up.
- Introduced and negotiated Managed care pricing for managed care patients. Provided Sales and marketing to managed care organizations both independently and with corporate Vice President of Managed Care. Realized financial growth of 20%
- Maintained Union free-work place.

NEW SERVICES AND GROWTH

- **Developed and presented business plan for the following ventures**, resulting in board approval, having direct involvement with all aspects of **master planning and design for proposed projects**, including marketing feasibility analysis, architectural design, equipment and review, financial feasibility models, communication and negotiation with federal, state and local agencies:
 - Dedicating, redesign and of 1/3 of facility for a 25-Bed Skilled Medicare/Medicaid Unit
 - State building licensing approved for Construction and designed for a 5,000 square foot addition to the healthcare for therapy services, employee training, beauty shop and employee break area.

- Developed and upgraded 25 bed unit to provide Subacute Medicare and Managed Care services in the area of medically complex conditions, IV therapy, enhanced rehabilitation services with board certified Orthopedic Surgeon and board certified Psychiatrist, with Physical, Occupational, Speech and Respiratory therapy, provided six days per week.

EXTERNAL RELATIONS

- Legislative Activities:
 - Expert Witness for state and federal legislative committees and individual committee members
 - 1987--1996 Kentucky Grass Roots Legislative Coordinator and Key Man Relations (Central and Midwestern, KY)
 - 1989 – 1992 ICF Committee Chairman, Board of Directors of Kentucky Association of Health Care Facilities, Louisville, KY.
 - 1990 – 1991 Financial Committee, board of Directors of Kentucky Association of Health Care Facilities, Louisville, KY.
 - 1980 – 1993 Education Committee, Board of Directors of Kentucky Association of Health Care Facilities, Louisville, KY
- Strategic Planning: State organizations, Health Care complexes, Private organizations
- 1986 – 1996 Trained Field Work and Practicum students, University of Kentucky and Campbellsville University
- 1992 – 1996 UK “Collage of Allied Health” Training and Advisement committee
- 1986 – 1996 Recognized on a state and national level for outstanding leadership and administrative abilities.

PUBLICATIONS

- “Kentucky Council Organizes ‘To Met With The Times’ ”
Reference: Provider (For Long Term Care Professionals)
January 1987 (American Health Care Association) PP.39-40
- Certificate of Need for Outpatient Rehab – Medco of Campbellsville, 1996
- “How Long Has It Been” Alpha Recording (Tape Vocal/Musical)
- “One More Angel” Alpha Recording (Tape Vocal/Musical)

Non-Healthcare Professional Experience

Staff Management

Campbellsville, KY

February 2010 –October 2010
November 2009 – January 2010
November 2010 – Present

Staff Management provides qualified temporary staff to meet the staffing needs of an organization.

Picker, Stow, Dock / Inbound, Assortments

- Fast pace distribution center
- Pulling stock from shelves to fill computer generated orders for local and national buyers
- Stow stock to shelves to be pulled by Pickers
- Dock: receiving and scanning inbound stock to be stowed and picked
- Stock consists of but not limited to: computers, computer programs, toys, books, CDs, dry goods, foods, jewelry, games, etc.

Green Co. Board of Education

Greensburg, KY

2008 – Present

The Green County School district offers quality programming to 1,685 students in three different schools. Programming ranges from pre-kindergarten to adult education, (adult education is not included in student numbers). Green County School district provides multiple enrichment programs and family resource centers.

Interim Teacher K-12 & MR / DD

- Teaching all core programs and electives
- Worked with a wide range of traditional and at risk students with multiple disorders
- Assisting with CATS Testing

LaRue Co. Board of Education

Hodgenville, KY

1997 – 1999, 2006 – Present

The LaRue County School District offers quality programming to 2,421 students in seven different schools with expenditures of \$17,574. Programming ranges from childcare and pre-school to adult education and at risk students. LaRue County School district provides multiple enrichment programs and family resource centers.

Interim Teacher K-12 & M.R. /D.D.

- Full time teaching all core programs and electives (“The Life Connections”)
- Worked with a wide range of traditional and at risk students with multiple disorders
- Development and application of student treatment plans
- Development and application of student IEP’s
- Application of KECSAC / COA survey process as an educator with excellent survey outcomes
- Budget Developed and taught summer elective classes (Business Communications and advanced Art)
- Taught full quarter Art and Humanities (LaRue Co. High School)

Lake Cumberland Community Action Agency, Inc., (LCCAA), a private, non-profit agency, services the 10-county Lake Cumberland area and is the area's largest community-based organization. The LCCAA governing board is composed of the county judge/executive (or their representative) from each county. These individuals serve as the representative of the low-income population and representatives of the private sector to include business, industry, labor, religious, welfare, education or other major group interested in the community. LCCAA operates a comprehensive array of programs to open educational/training and employment opportunities, remove obstacles, coordinate private sector groups and mobilize community resources to effectively assist low-income people achieve greater economic self-sufficiency. Programs are designed with flexibility to respond to immediate individual needs.

Case Management Specialist, Job Development, Taylor, Green, Adair & Russell Counties

Responsible for job development, contracting and employee skills testing, interview training, retention, and strategic planning, community relations and initial intake information, weekly, monthly reports and file closure clients in Green, Taylor, Adair, Russell, Casey counties.

- Job Development Federal Grant Program
- Compiled, formatted and submitted statistical data concerning "Welfare to Work" participations in allocated counties.
- Successfully demonstrated ability to test, evaluate and match hard to place Work First participants with appropriate employers.
- Negotiated and implemented governmental Work Contracts with employers for best suited occupations and skills
- Directed and assisted in training workshops preparing clients to re-enter workforce: (managing scarce income, dressing for success, preparing for interviews, punctuality and accountability, etc.)
- Job Performance and Work Place Evaluations, (ensured Equal Employment Opportunities)
- In first three months of Case Management demonstrated a 51% Job Development for hard to place participants, and a 98% success rate for client job retention.

Education & Training

2006 Campbellsville University, MBA
Campbellsville, KY

1997 Campbellsville University, BS
Campbellsville, KY

License / Certification

- * Kentucky Nursing Home Administrator
- * Certified Social Service Director
- * Certified Activities Coordinator
- * Certified Accounting / Clerk

References

*References available upon request