

Steven Matthew Teuma



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Summary

I have worked within the healthcare industry for the last 17 years. I have worked in a pharmacy packing Webster packs, worked in medical administration, completed a Certificate 3 in aged care and completed a Bachelor of Nursing degree. Commencing my nursing career in 2012, I have worked as a registered nurse within the public and private sectors in medical, surgical, perioperative, critical care and renal services in hospital and community settings. My career has taken me to work with aged and disabled clients to assist them with accessing support services at home. I am a champion for person-centred care and empowerment through evidence-based best practices.

Experience

Sydney TMS

TMS Nurse

May 2024 – Present (2 months) Permanent Part-time 24-40 per week

- Provide TMS treatments as per protocol
- Provide education and basic psychoeducation
- Assist psychiatrist with new assessments and TMS mapping sessions
- Perform administration duties such as
 - Taking telephone calls and enquiries
 - Making new appointments
 - Billing and Medicare claiming
 - Send treatment and discharge letters to the referring practitioner



Just Better Care Hawkesbury Nepean & Blue Mountains

Consumer Directed Care (CDC) Home Care Package Manager

December 2022 – April 2024 (1 year 5 months) Permanent Part-time up to 38 hours per week.

- Oversee the home care packages for clients with a Level 3 or 4 home care package, as these must be overseen by a nurse due to the higher clinical needs.
- Sign up new clients and work with the coordination team to organise required services.

Registered Nurse

August 2022 – April 2024 (1 year 9 months) Permanent Part-time up to 38 hours per week

- Assist with the preparation of health care plans for NDIS and CDC clients. Review service agreements and care plans for private clients.
- Provide medication administration services to a NDIS client via subcutaneous injection as required.
- Provide education to clients and community support professionals.



Coordinator & Community Support Professional

May 2022 – December 2022 (8 months) Permanent Part-time 23-37.5 hours per week

- Developed and managed customer service schedules, including service planning, confirmation, and short-notice placements and cancellations.
- Prepare and transmit schedules for customer services to support professionals.
- Verify allocation of support professionals against customer service schedules and deliver timesheets to the pay office in a timely manner.
- Verify timesheets and investigate discrepancies in the timesheets and kilometre allowance

sheets with support professionals.

- Geo-code customer service locations (addresses) and monitor any variations to scheduled visits.
- Arrange replacement staff to cover sick and annual leave and their planned or unplanned absences, shift changes and non-compliance to customer services.
- Provide personal care services to aged and disabled clients in the community.

Nepean Blue Mountains Local Health District (NBMLHD) | Western Renal Service

Registered Nurse – Nepean Renal Service

Feb 2019 – Nov 2021 (2 years 7 months) Full-time 40 hours per week

- Care and management of patients with acute kidney injury and chronic kidney disease requiring haemodialysis in an in-centre or satellite haemodialysis unit.
- Maintenance and management of haemodialysis vascular catheters - tunnelled or non-tunnelled. Including the removal of non-tunnelled vascular catheters.
- Nurse in charge of shift leading a team of up to five nurses.
- Infection control link nurse (ICLN) and hand hygiene auditor.



Acting Team Leader – Nepean Renal Service at Katoomba Community Dialysis Centre

Jul 2021 - Sept 2021 (3months) Full-time 40 hours per week (80% Clinical, 20% administration)

- In charge of the daily running of unit and staff.
- Ordering of clinical, non-clinical, pharmaceutical and dialysis stock.
- Organising patient rosters.
- Attending fortnightly clinical management meetings with multidisciplinary teams.
- Oversee unit KPIs.

Nepean Blue Mountains Local Health District (NBMLHD)

Registered Nurse – Intensive Care

Jan 2017 - Feb 2019 (2 years 2 months) Full-time 40 hours per week

- Providing nursing care to medical and surgical patients who require:
 - Non-invasive and invasive mechanical ventilation.
 - Complex nursing care, monitoring such as EVD and ICP monitoring.
 - Provide nursing support during medical emergencies.
 - Provide support and participate in multi-disciplinary care of patients.
 - Participate in the unit's infection control portfolio as an infection control link nurse.
 - Supervise nursing students and preceptor new graduate nursing staff.



St John of God Health Care Hawkesbury District Health Service

Registered Nurse – Perioperative

Nov 2015 - Jan 2017 (1 year 3 months) - Casual

- Provide nursing care to perioperative and peri-anaesthesia patients - DOSA, circulating, endoscopy, instrument and PACU.



Nepean Blue Mountains Local Health District (NBMLHD)

Registered Nurse – Endoscopy

Mar 2015 - Dec 2016 (1 year 10 months) Full-time 40 hours per week

- Perioperative and peri-anaesthesia nursing - DOSA, anaesthetics, endoscopy, and PACU.
- Team leader when NUM3 present and nurse in charge of shift when NUM3 absent, leading a team of up to twelve staff.





First Choice Diagnostics Co.

Field-based Tester

Aug 2014 - Oct 2014 (3 months) Contractor

- Conducting drug and alcohol screening via oral saliva and urine specimen collection.

Catholic Healthcare – Hawkesbury District Health Service

Registered Nurse



Jun 2012 - Nov 2015 (3 years 6 months) Temporary Full-time 40 hours per week, Temporary Part-time minimum 24 hours per week and Casual up to 40hours per week

- Perioperative and peri-anaesthesia June 2013-2015
- New Graduate Program 2012-2013



Macquarie Health – Macquarie University Hospital

New Graduate Registered Nurse

Feb 2012 - Apr 2012 (2 months) Full-time 38 hours per week

- Provide clinical surgical nursing care to orthopaedic patients.

Education



Australian College of Nursing

Australian College of Nursing – 307 Immunisation for Health Practitioners (HESA accredited) 2021



Nepean Hospital – Transition to Practice Intensive Care Nursing 2018



ACSQHC National Hand Hygiene Initiative Hand Hygiene – General auditor 2018



Australian College of Critical Care Nurses (ACCCN) Ltd – Advanced Life Support 2015



Western Sydney University – 4642.2 Bachelor of Nursing 2009 – 2011



TAFE NSW – CHC20102 Certificate III in Aged Care Work 2008



Wyndham College – Higher School Certificate 2005-2006



Riverstone High School – School Certificate 2001-2004

Certifications, Licenses & Registration



St John Ambulance Australia

CHCCS019 Recognise and respond to crisis situations CERT700054

VaxWorks Health Services

HLTAID011 – Provide first aid

HLTAID009 – Provide cardiopulmonary resuscitation (to be renewed annually)

HLTAID010 – Provide basic emergency life support

Certificate Number: 680310-3961729 Expiry 17 Oct 2027

Non-Accredited Seizure Management including Midazolam

Certificate Number: 680310-4001139 Expiry 17 Oct 2025



**NSW Department of Justice**

Justice of the Peace 255343 Expiry 18 Jul 2027

**NSW Office of the Children's Guardian**

Working with Children Check - WWC0233846E Expiry 18 Jan 2029

NDIS Worker Check 63584798 Expiry 8 May 2027

**Nursing and Midwifery Board Australia**

Registered Nurse (Division 1) - NMW0001673503 Expiry 31 May 2025

**Australian College of Nursing**

Immunisation for Health Practitioners (HESA accredited) 2021

**Australian College of Critical Care Nurses ACCCN (Ltd)**

Advanced Life Support - 2015

Information Communications & Technology Skills

Proficient use of the following computer software programs

- Cliniko Allied Health Practice Management Software
- Procura – Aged, Community and Disability software
- Cerner Millennium PowerChart – NSW Health electronic Medical Record (eMR)
- Intensys – Nepean Hospital Intensive Care clinical information system
- Microsoft Office – Excel, Outlook, PowerPoint, Publisher, Word
- Provation MD – NSW Health endoscopy information system (EIS)
- Renal Information System Catalogue (RISC) – Western Renal Service clinical information system

Current Professional Affiliations & Memberships

- Australian College of Mental Health Nursing
- Australian College of Nursing
- New South Wales Nurses and Midwives Association

Referees

Available upon request.

Statement of Validity

This curriculum vitae is true and correct as of Tuesday, 22 October 2024.

Mr Steven Matthew Teuma
JP RN BN MACN MACMHN