

AMY E. SABEAN, RN, BSN

BRIGHTON, MA

AESABEAN1@GMAIL.COM

978-766-1115

Education

Simmons University, Boston MA

Bachelor of Science, Nursing (Accelerated Program), 3.81/4.00 GPA

December 2019

College of the Holy Cross, Worcester, MA

Bachelor of Arts, Biology, Health Professions Advisory Program, 3.24/4.00 GPA

May 2014

Employment Experience

Massachusetts General Hospital, Boston, MA

May 2021 – Present

Project Manager, Research Study Nurse, & Advanced Clinician, Diabetes Research Center (DRC)

- Work with PI to plan studies, produce and edit study documents, submit materials to the Institutional Review Board
- Establish an effective and respectful working relationship with the project team
- Anticipate hiring needs, lead the hiring process, and coordinate and manage training and mentoring of all new staff
- Attend and oversee mandatory weekly team meetings
- Responsible for nursing care of subjects enrolled in selected clinical research studies
- Obtain informed consent, regulatory tasks and study database organization.
- Involved in several hospital-based and unit-based committees
 - Hospital Based:
 - Clinical Research Nurse (CRN) Collaborative:
 - Advisory Team Member: Work with other team members to plan and oversee hospital-wide meetings for clinical research nurses
 - Co-Leader of Professional Development and Education working group sub-committee: Develop educational and professional development resources for CRNs at MGH. In process of designing an orientation program for newly hired CRNs
 - Unit-based:
 - QI Committee, member: Develop, maintain, and oversee the QI process for the department and educate staff and help ensure safety of studies/data integrity
 - Reimagination Committee, member: Review, monitor, analyze, centralize and improve the overall quality of all operations at the DRC in order to improve work quality and policies.

Massachusetts College of Pharmacy and Health Sciences, Boston MA

November 2020-May 2021

Case Manager, MCPHS COVID-19 Team

- Performed Case Investigation, Contact Tracing, and follow-up phone calls for MCPHS community members testing positive for COVID-19 and documented call notes in a log.
- Provided education on current quarantine and isolation guidelines for all individuals called. Answered questions as necessary and directed students, faculty, and staff to school resources as appropriate.
- Coordinated follow-up testing with the three MCPHS testing sites as necessary.

Massachusetts College of Pharmacy and Health Sciences, Boston MA

October 2020-November 2020

Registered Nurse, COVID Testing Team

- Supervised students and faculty as they self-administer a nasal swab test for COVID-19, providing guidance as necessary to ensure accurate test results. Answer general questions about the testing process.
- Responsible for ensuring safe and timely shipment of specimens to the laboratory for processing
- Monitored supplies and equipment at testing site to ensure a safe and efficient testing environment

Boston Medical Center, Boston MA

June 2020-October 2020

Staff Nurse, 4W Medical-Surgical Unit

- Utilized the Nursing Process to care for a wide variety of medical and surgical patients on a busy unit

Partners in Health Community Tracing Collaborative, Boston MA

April 2020-June 2020

Case Investigator and Unit Lead (State of MA COVID-19 Response)

- As Case Investigator on inbound call line, handled calls from people and businesses across the state of MA with questions about COVID-19. Conducted interviews with people who tested positive for COVID to determine their close contacts and provide education. Spoke with the contacts of positive cases to provide education and conduct symptom monitoring.
- Responsible for maintaining current knowledge of constantly evolving call protocols

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- As Unit Lead, facilitated daily meetings and answered questions for a team of about 10 people. Trained several new members with support of the unit supervisor.

Beth Israel Deaconess Medical Center Cardiovascular Imaging Core Laboratory, Boston, MA May 2015 – June 2020 *Project Manager*

- Assisted with administration of clinical research studies in the laboratory to ensure sponsor satisfaction.
 - Communicated with sponsors and clinical sites of several different cardiovascular research trials to resolve issues and provide regular updates
 - Informed laboratory personnel of sponsor deadlines, and coordinated work internally to ensure deadlines were met
 - Organized and updated study data in several different online databases
- Completed financial invoices and other office management duties
- Onboarded several other Project Managers to the laboratory
- Hosted a successful FDA audit in September 2015 in conjunction with other laboratory personnel.

Volunteer Experience

Brookline Medical Reserve Corps, Brookline, MA

November 2020-Present

Member

- Assist with Public Health events in Brookline, MA
- Administered flu vaccine (both IM injection and FluMist) at a public clinic held in November 2020. Vaccinated children and adults.

Certifications and Skills

Clinical Skills:

- Phlebotomy
- Insert and maintain IVs
- Continuous Glucose Monitor (CGM) placement, maintenance, and removal

Certifications:

- Licensed Registered Nurse, MA Board of Registration in Nursing
- American Heart Association – Basic Life Support for Healthcare Providers
- Collaborative Institutional Training Initiative (CITI) Program
- Institute for Healthcare Improvement (IHI) – Introduction to Patient Safety, From Error to Harm, Teamwork and Communication, Root Cause Analyses and Actions, Introduction to Healthcare Improvement
- End-of-Life Nursing Education Consortium (ELNEC) – Undergraduate Curriculum (6 hours)

Languages: Spanish (college-level, including Medical Spanish), American Sign Language (Beginner)

Computer: Proficient in Microsoft Office, Experience with several different Electronic Medical Record and Electronic Data Capture systems

International Experience

University of Paris Diderot, Paris, France

May – June 2013

- One month program including a history course and French language course at University of Paris Diderot. Studied the experiences of famous Americans in Paris and how these experiences influenced their work.

Amazon Rainforest Expedition

June 2010

- Eight day expedition through Brazilian Amazon rainforest to study rainforest structure and function, including organisms and culture of people residing there.