

## **PERSONAL DATA**

NAME: Brenda E. Dunfee

ADDRESS: 1390 cr 343 Hondo, TX 78861

PHONE: 830-426-4089

Web Site: <http://bdunfee.brebru.com>

MARITAL STATUS: Married  
Bruce W. Dunfee,

CHILDREN:  
Brad Dunfee, 31  
Brandy Dunfee, 21  
BreAnna Dunfee, 11

DATE OF BIRTH: 17 June 1954

Educational Status: LVN Diploma plus 79  
additional College Credit Hours plus Computer  
Certifications

# EDUCATION AND CERTIFICATIONS

Educational Status: LVN Diploma plus 79 additional College Credit Hours plus Computer Certifications

## Computer Certifications

CompTIA

Tech+

Windows 98 Administrator

PC Upgrade Specialist

Master Technician

PC Master Technician

## Nursing Certifications

LVN - Texas LPN - New Mexico

## Education:

The Training Camp	Certificate	2002
Southeastern Institute of Computer Technology	Certificates	2001-2002
New Mexico Institute of Mining and Technology	(4 hours)	1993
El Paso Community College	(7 hours)	1989-92
Clarendon College	LVN + 9 hours	1981-1982
Pittsburg State University	(36 hours)	1978-1981
Butler County Community College	(23 hours)	1977-78
Orange County High School	Diploma	1969-1973

## Employment History

University of Texas Medical Branch, Kenedy and Hondo, Texas	2002-
Contract to: Buffalo ISD, Buffalo, Texas	2001-2002
Providence Memorial Hospital, El Paso, Texas	1997-2000
Family Medical Center, Las Cruces, New Mexico	1996-1997
New Mexico Veterans Center, Tor C, New Mexico	1992-1996
Sierra Medical Center, El Paso, Texas	1991-1992
Fabens Independent School District, Fabens Texas	1987-1991
Mid-Jefferson County Hospital, Nederland, Texas	1986-1987
Gaspard's Skilled Care Center, Port Arthur, Texas	1985-1986
Citizen's Hospital of Commerce, Commerce, Texas	1983-1984
Childress Memorial Hospital, Childress, Texas	1981-1983

# Employment

## **University of Texas Medical Branch**

2002-

Supervisor: Ms. R. Brysch RN, Director of Nursing

First Unit 2002-2004

Work Telephone: (830) 583-4003

Address: Connally Unit

899 FM 632

Kenedy, TX 78119

LVN:

Connally Unit TDCJ – The Medical facility for the unit consisted of a 15 bed hospital, a psychiatric department with two observation cells, a clinic serving the prison population of approximately 2800, with three medical providers and a fully stocked emergency room. The inmate patient care ranged from daily cell observation rounds, Use of Force monitoring, individual treatment of natural physical maladies and inflicted injuries thru psychosocial and psychological disorders:

Supervisor: Mr. Tom Greff RN, Regional Coordinator

Second Unit 2005-

Work Telephone: (830) 426-3525 (Torres Unit)

Address: Joe Ney Unit

118 cr 541

Hondo, TX 78861

Work Number: (830) 426 8030 (Ney Unit)

LVN

Joe Ney Unit and Torres Unit TDCJ – Second Unit

The facility is complex of two units made up of the Torres Unit and the Joe Ney unit with each having a clinic serving the prison population of Joe Ney of approximately 550 inmates and the Torres Unit of approximately 1200 inmates with one physician. The inmate patient care ranged from Use of Force monitoring, individual treatment of natural physical maladies and inflicted injuries thru psychosocial disorders and occasional cell observation:

While working with correction medicine here some of the more specific duties I have performed:

Used a systemic approach to provide individualized, goal-directed nursing care by using nursing process: nursing DX, implementation of care plan, completing nursing protocols (Med, Dent, MH) completed PHD physicals, triage sick call patients, inventories, stocks, & checked expiration dates on supplies, acted as EMR trainer at the unit level, acted as new employee orientation preceptor, performed phlebotomy, DNA collection with finger printing, processed specimens for pick up by courier, obtained stool, sputum, & stool specimens, performed Guaiac tests, gave breathing treatments, performed wound treatments, performed dressing changes, performed wound assessment, performed fight physicals, took vital signs, performed visual acuity, DMS presenter, performed shift change report, performed accuchecks, interviewed incoming chain offenders, dispensed oral, topical, and inhaled medications, documented PH-70, directed observation therapy, ordered medications on PH-40, checked for medication compliance, entered non-formulary medication requests, distributed medication to lockdown areas, received and sorted daily medications from central pharmacy, applied ophthalmic, optic, nasal, vaginal, and rectal medications, administered oxygen per nasal cannula or mask, performed EKG's, gave wound care, provide I.V. therapy, injected medication subq and I.M. Accurately and completely reported and documented the client's status including signs, symptoms, and responses, nursing care rendered, physician, dentist or podiatrist orders, administration of medications and treatments, and client responses. Contacted with other health care team members concerning significant events regarding client's status. Completed bench warrant summary, completed chain chart reviews, noted provider orders, completed psychological crisis interviews, admitted and discharged patient in EMR, documented clinical encounters in EMR, completed MUOF paperwork completed SAF04 for Safety Officer. Implemented measures to promote a safe environment for clients and others and reinforced patient education/ health teaching/ counseling. Implemented measures to prevent exposure to infectious pathogens and communicable conditions in TB, HIV, and Hepatitis C patients, gave immunizations, administered & read PPD's. Collaborated with TDJC Transfer Coordinator for special need transfers, worked with security for patient transfer. Utilized the organizational chart as a chain of command, evaluated suggestions and criticisms objectively and undertook to change behavior or sought further guidance as necessary.

# Employment

Contract to: Buffalo ISD, Buffalo, Texas

2001-2002

Supervisor: Mr. Paul Vranish,  
Superintendent  
Telephone: Home Phone: 903-322-1224  
Address: Mr. Paul Vranish,  
7378 CR 315E  
Buffalo, Texas 75831

This contracted position was at the direction of the BISD Superintendent. This individual assisted in the alignment of instructional technology and repair, upgrade and maintenance of computer equipment assigned to the high school campus and elementary school campus.

Duties included but were not limited to:

Guidance to assure effective application of instructional technology in the classroom through the planning and conducting of staff development activities in an individual manner; demonstration and modeling of instructional technology in the classroom, assisted in the educational instruction of students on technology repair, troubleshooting, and maintenance; participation in the implementation of the district technology plan, work with student learning applications with technology; responsible for the building of new and upgrading, configuration, troubleshooting, and deployment of Windows 2000 Workstations, Windows ME, and Windows 98 computers in an educational environment; responsible for locating drivers for non-plug and play equipment; worked with Windows NT 2000, Windows ME, Windows 98, Office 2000, Outlook 2000, Norton Anti-Virus, Norton Ghost, PC Hardware, and Network Wiring; collaboration with staff on special projects; participates in the economical utilization and procurement of supplies; demonstrated system/network troubleshooting and independent work skills; utilizes the organizational chart as a chain of command; evaluates suggestions and criticisms objectively and undertakes to change behavior or seeks further guidance as necessary.

# Employment

**Providence Memorial Hospital**

1997-2000

Supervisor: Contact Personnel  
Work Telephone: (915) 577-6011  
Address: 2001 N Oregon St  
El Paso, TX 79902

Charge Nurse:

Skilled Facility – rehabilitation and treatment in a hospital environment:

Reports and records observations accurately and concisely, receives, transcribes and implements physician's orders, administers PO, IM and IV medications, setup, initiate, and administers IV's, assists physicians with special tests and procedures, assists and initiates emergency procedures, responsible for documentation and completion of nursing records, responsible for development, documentation, and implementation of Nursing care Plans/Treatment Plans, participates in the economical utilization and procurement of supplies and ensures equipment is maintained in a clean and safe environment, actively involved in Q.A. monitoring, utilize and updates patient acuity system, assists team members in giving direct care to patients, directs and supervises the nursing care of nursing assistants, establishes and maintains appropriate communication with patient, visitors, and members of the health care team, utilizes teaching opportunities with patient and families, provides emotional support and assistance to patients and family members, utilizes the organizational chart as a chain of command, evaluates suggestions and criticisms objectively and undertakes to change behavior or seeks further guidance as necessary.

# Employment

Family Medical Center, Las Cruces, New Mexico

1996-1997

Family Medical Center, Las Cruces, New Mexico 1996-1997

Supervisor: Dr. R. Saavedra

Telephone: 505-525-2522

Address: Family Medical Center

1605 El Paseo

Las Cruces, New Mexico 88001

Surgery Nurse/Urgent Care Nurse:

Private multi-physician practice meeting the needs of the community's need for Urgent Medical/Surgical Care

Patient assessment and triage, assists physician with special tests and procedures to include scheduled and emergency minor surgeries, administering PO, IM and IV therapy, administering oxygen and inhalation treatments, responsible for the implementation of sterile procedures while in the performance as an active member of a surgical team, initiate and assists with patient's needs in emergency situations, reports observations and reactions regarding patients to appropriate person and records those observations accurately and concisely, receives and implements physician's orders, responsible for the scheduling of surgical procedures, preparing the storage of tissue specimens to be transported to associated laboratories, responsible for the implementation of billing of patient services, participates in the economical utilization and procurement of supplies and ensures equipment is maintained in a clean and safe environment including the sterilization of surgical equipment, coordinates nursing care of patients when scheduled with other facilities, assists team members in giving direct care to patients, visitors, and members of the health care team, utilizes teaching opportunities with patient and families, utilizes the organizational chart as a chain of command, evaluates suggestions and criticisms objectively and undertakes to change behavior or seeks further guidance as necessary.



# Employment

New Mexico Veterans Center, Tor C, New Mexico

1992-1996

Supervisor: Melissa Degan  
Home Telephone: 505-894-1053 (days)  
Work Telephone: 05-894-4256 (nights)  
Address: New Mexico Veterans Center  
PO Box 927  
Truth or Consequences, New Mexico 87901

Charge Nurse:  
Skilled Facility - geriatric patient care ranging from Alzheimer's thru psychosocial and psychological disorders:

Reports and records observations accurately and concisely, receives, transcribes and implements physician's orders, administers PO, IM and IV medications, setup, initiate, and administers IV's, assists physicians with special tests and procedures, assists and initiates emergency procedures, responsible for documentation and completion of nursing records, responsible for development, documentation, and implementation of Nursing care Plans/Treatment Plans, participates in the economical utilization and procurement of supplies and ensures equipment is maintained in a clean and safe environment, actively involved in Q.A. monitoring, utilize and updates patient acuity system, assists team members in giving direct care to patients, directs and supervises the nursing care of nursing assistants, establishes and maintains appropriate communication with patient, visitors, and members of the health care team, utilizes teaching opportunities with patient and families, provides emotional support and assistance to patients and family members, utilizes the organizational chart as a chain of command, evaluates suggestions and criticisms objectively and undertakes to change behavior or seeks further guidance as necessary.

# Employment

Sierra Medical Center, El Paso, Texas

1991-1992

Supervisor: Trish Bonner, RN  
Telephone: 915-747-2875  
Address: Sierra Medical Center  
1625 Medical center Drive  
El Paso, Texas 79902

Medical Floor: - Patient Care

Reports observations and reactions regarding patients to appropriate person and records those observations accurately and concisely, receives and implements physician's orders, administers medication and performs treatments, administers IV's, responsible for the monitoring, suctioning, and assessment of patients on ventilators, assists physicians with special tests and procedures, performs other duties as requested by Charge Nurse, initiates and assists with emergency measures as cardiac arrest, responsible for documentation and completion of nursing records, participates in the economical utilization and procurement of supplies and ensures equipment is maintained in a clean and safe environment, actively involved in Q.A. monitoring, utilize and updates patient acuity system, coordinates nursing care of patients when scheduled with other departments, assists team members in giving direct care to patients, directs and supervises the nursing care of nursing assistants, establishes and maintains appropriate communication with patient, visitors, and members of the health care team, utilizes teaching opportunities with patient and families, provides emotional support and assistance to patients and family members, utilizes teaching opportunities with patient and families, utilizes the organizational chart as a chain of command, evaluates suggestions and criticisms objectively and undertakes to change behavior or seeks further guidance as necessary.

# Employment

Fabens Independent School District, Fabens Texas

1987-1991

Fabens Independent School District, Fabens Texas 1987-1991

Supervisor: Mr. R. Esparza

Telephone: 915-7764-2712

Address: Fabens Independent School District

PO Box 697

821 N.E. G. Ave.

Fabens, Texas 79838

School Nurse:

Manages the individual's health problems on the school site, consulting with pupils, parents, teachers, and other personnel, group and individual counseling with parents and pupils regarding health problems and concerns, maintaining communication with health agencies providing care with individuals, screening and referral for health needs, monitoring and administration of medication needed by students during school hours, consultation with physicians, parents, and staff regarding the effects of medication, and emergency care training for staff and parents, counseling of handicapped students and their families concerning health care practices and services, education and counseling of procreative development, effects and services for adolescents and pre-teen students, responsible for documentation and completion of student individual health records according to federal, state, and local policies, reports pertinent observations and reaction regarding students to appropriate person, and records those conversations, participates in the economical utilization and procurement of supplies and ensures equipment is maintained in a clean and safe environment, responsible for supervision of medical assistants and budget development and maintenance.

Junior and Senior High Cheerleader Sponsor for three years.

# Employment

Mid-Jefferson County Hospital, Nederland, Texas

1986-1987

**Supervisor:** Notify Personnel

**Telephone:** 409-727-2321

**Address:** Mid-Jefferson County Hospital

Highway 365 and 27th Street

Nederland, Texas 77627

Medical Floor: - Patient Care

Reports observations and reactions regarding patients to appropriate person and records those observations accurately and concisely, receives and implements physician's orders, administers medication and performs treatments, administers IV's, responsible for the monitoring, suctioning, and assessment of patients on ventilators, assists physicians with special tests and procedures, performs other duties as requested by Charge Nurse, initiates and assists with emergency measures as cardiac arrest, responsible for documentation and completion of nursing records, participates in the economical utilization and procurement of supplies and ensures equipment is maintained in a clean and safe environment, actively involved in Q.A. monitoring, utilize and updates patient acuity system, coordinates nursing care of patients when scheduled with other departments, assists team members in giving direct care to patients, directs and supervises the nursing care of nursing assistants, establishes and maintains appropriate communication with patient, visitors, and members of the health care team, utilizes teaching opportunities with patient and families, provides emotional support and assistance to patients and family members, utilizes teaching opportunities with patient and families, utilizes the organizational chart as a chain of command, evaluates suggestions and criticisms objectively and undertakes to change behavior or seeks further guidance as necessary.

# Employment

Gaspard's Skilled Care Center, Port Arthur, Texas

1985-1986

Supervisor: Mrs Gaspard  
Telephone: 409-736-1541  
Address: Gaspard's Skilled Care Center  
65th Street  
Port Arthur, Texas 77640

100 bed Skilled Facility, all age levels - Patient Care

Reports observations and reactions regarding patients to appropriate person and records those observations accurately and concisely, receives and implements physician's orders, administers medication and performs treatments, administers IV's, responsible for the monitoring, suctioning, and assessment of patients on ventilators, assists physicians with special tests and procedures, performs other duties as requested by Charge Nurse, initiates and assists with emergency measures as cardiac arrest, responsible for documentation and completion of nursing records, participates in the economical utilization and procurement of supplies and ensures equipment is maintained in a clean and safe environment, actively involved in Q.A. monitoring, utilize and updates patient acuity system, coordinates nursing care of patients when scheduled with other departments, assists team members in giving direct care to patients, directs and supervises the nursing care of nursing assistants, establishes and maintains appropriate communication with patient, visitors, and members of the health care team, utilizes teaching opportunities with patient and families, provides emotional support and assistance to patients and family members, utilizes teaching opportunities with patient and families, utilizes the organizational chart as a chain of command, evaluates suggestions and criticisms objectively and undertakes to change behavior or seeks further guidance as necessary.

# Employment

Citizen's Hospital of Commerce

1983-1984

Supervisor: (notify personnel)  
Telephone: 903 - 886 - 3161  
Address: Presbyterian Hospital - Commerce  
2900 Sterling Hart  
Commerce, Texas 75428

30 bed hospital meeting the community's needs for Emergency Care, Cardiac/Intensive Care, Medical/Surgical Care - Patient Care

Reports observations and reactions regarding patients to appropriate person and records those observations accurately and concisely, receives and implements physician's orders, administers medication and performs treatments, administers IV's, responsible for the monitoring, suctioning, and assessment of patients on ventilators, assists physicians with special tests and procedures, performs other duties as requested by Charge Nurse, initiates and assists with emergency measures as cardiac arrest, responsible for documentation and completion of nursing records, participates in the economical utilization and procurement of supplies and ensures equipment is maintained in a clean and safe environment, actively involved in Q.A. monitoring, utilize and updates patient acuity system, coordinates nursing care of patients when scheduled with other departments, assists team members in giving direct care to patients, directs and supervises the nursing care of nursing assistants, establishes and maintains appropriate communication with patient, visitors, and members of the health care team, utilizes teaching opportunities with patient and families, provides emotional support and assistance to patients and family members, utilizes teaching opportunities with patient and families, utilizes the organizational chart as a chain of command, evaluates suggestions and criticisms objectively and undertakes to change behavior or seeks further guidance as necessary.

# Employment

Childress Memorial Hospital

1981-1983

Supervisor: (notify personnel)

Telephone: 940 - 937 - 6371

Address: Childress Regional Medical Center

Highway 83 North

Childress, Texas 79021

100 bed hospital meeting the community's needs for Emergency Care, Cardiac/Intensive Care, Medical/Surgical Care, Pediatrics, Obstetrics - Patient Care

Reports observations and reactions regarding patients to appropriate person and records those observations accurately and concisely, receives and implements physician's orders, administers medication and performs treatments, administers IV's, responsible for the monitoring, suctioning, and assessment of patients on ventilators, assists physicians with special tests and procedures, performs other duties as requested by Charge Nurse, initiates and assists with emergency measures as cardiac arrest, responsible for documentation and completion of nursing records, participates in the economical utilization and procurement of supplies and ensures equipment is maintained in a clean and safe environment, actively involved in Q.A. monitoring, utilize and updates patient acuity system, coordinates nursing care of patients when scheduled with other departments, assists team members in giving direct care to patients, directs and supervises the nursing care of nursing assistants, establishes and maintains appropriate communication with patient, visitors, and members of the health care team, utilizes teaching opportunities with patient and families, provides emotional support and assistance to patients and family members, utilizes teaching opportunities with patient and families, utilizes the organizational chart as a chain of command, evaluates suggestions and criticisms objectively and undertakes to change behavior or seeks further guidance as necessary.

# References

*Ms. R. Brysch RN, Director of Nursing*

Connally Unit

899 FM 632

Kenedy, TX 78119

Work Telephone: 830-583-4003

Home Telephone: 830-780-4433

*Dr. Romero Rojas, MD Medical Director*

Connally Unit

899 FM 632

Kenedy, TX 78119

Work Telephone: 830-583-4003

*Mr. Paul Vranish Superintendent of BISD*

when employed

PO Box 170

19200 Cobb Avenue

Tornillo, Texas 79853

915) 764-2366 - Work Phone

(915) 764-2120 - Fax

*Ms. Diana Stansbury, Nurse Practitioner*

212 Southwood Oak Drive

Floresville, TX 78114

Home Telephone: 830-393-1163

Cell Phone: 210-287-6925

*Mr. Mark Fuller, Shift Supervisor*

Connally Unit

899 FM 632

Kenedy, TX 78119

Work Telephone: 830-583-4003

Cell Phone: 830-391-0605

*Ms. Karen McKenzie Fabens High School*

Counselor

Fabens ISD

PO Box 697

Fabens, Texas 79838

Work Phone: 915-764-2246