

## Mindy R. Stephens, BA, RN, RN-BC, CLNC

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### LICENSURE & CERTIFICATION

#### License, State of Colorado

**ANCC Psychiatric and Mental Health Nursing, Board Certified**

**Certified Legal Nurse Consultant, ANCC Recognized**

**American Heart Association BLS Certified**

**American Psychiatric Nurses Association Member**

**Current**

**March 2<sup>nd</sup>, 2012 through March 2<sup>nd</sup>, 2017**

**Current**

**Current**

**Current Member**

### EXPERIENCE

#### **Partial Hospitalization Program Nurse Program Administrator/Resource Nurse**

**February 2015-Current**

*Denver Health and Hospital Authority, Pavilion M, Denver, CO*

- Member of Clinical team who developed new Adolescent Partial Hospitalization Program
- Coordination of PHP Program; Multidisciplinary Staff Scheduling, Program Development, Case Management
- Group Therapy Facilitation and Nursing care for PHP patients
- Adolescent Inpatient Psych Resource Nurse; Resource to nursing staff, Admits/Discharges

#### **Outpatient Clinical Coordinator, Outpatient Psychiatry**

**September 2010-January 2015**

#### **General/Anxiety Intensive Outpatient Program Coordinator**

*Children's Hospital Colorado, Gary Pavilion, Aurora, CO*

- Management and Clinical Operations of Outpatient Psychiatric Clinic (approx. 12,000 visits/year)
- Management of Intensive Outpatient Programs (15 staff members, 2-3 Flex Staff)
- Supervision of additional direct reports (Two RNs and one Mental Health Counselor III)
- Service Recovery for Outpatient Psychiatry/Intensive Outpatient Programs
- Skilled in Process Improvement and Program Development, Outpatient Psych/IOPs
- General Intensive Outpatient Program Coordinator, Child Group Facilitation (12 patients)
- Anxiety Intensive Outpatient Program Coordinator, Group Facilitation (12-14 patients)
- Coverage for Outpatient Nursing, Direct Clinical Care for Outpatient Psychiatry
- Active Member of Ambulatory Nursing Leadership Hospital Wide Committee
- Facilitation of Ambulatory Nursing Practice Council for Gary Pavilion
- Member of BART Steering Committee (Behavioral Assistance Resource Team)
- Skilled in patient de-escalation, Hospital Wide BART Team Responder
- Successful in Increasing External Provider Satisfaction with Access, Resource for External Referrals
- Department of Psychiatry Diversity and Inclusion Committee Member, Manage Children's Art Wall
- EPIC Super user, Electronic Medical Record Resource for Department

#### **Outpatient Clinic Nurse-Outpatient Psychiatry and Child Development Unit**

**August 2008-Sept 2010**

*The Children's Hospital, Gary Pavilion, Aurora, CO*

- Skilled Telephone Triage and Referral Reference for Outpatient Clinic/IOPs
- Clinic Nursing Assessment for 20-30 patients a day, four days a week
- Telephone Nursing Support for 10-14 Faculty Psychiatrists
- IOP Child Group Co-facilitator
- Gary Pavilion Employee routine vaccinations, "Flu Captain"
- Code Blue Team Member for the Gary Pavilion
- Outpatient Toy Committee Chair
- Departmental Documentation Committee
- Clinical Nurse Ladder Task Force, Hospital Wide

#### **Child, Adolescent, and Family Services Inpatient Program-Ge1W**

**June 2005-August 2008**

*Mayo Clinic, St. Mary's Hospital, Rochester, MN*

- Treatment Team/Inpatient Care Coordination Nurse
- Charge Nurse
- Staff RN Orientation Preceptor, Clinical Coach for Summer III Program
- Program Development of Inpatient Groups
- Daily Group Facilitation for Latency and Adolescent population
- Safety Coach for Inpatient Psych Unit
- Eating Disorder Committee Member
- Self-Injurious Behaviors Assessment and Treatment Committee

# Pediatric Psychiatry & Mental Health Nurse Manager

Certified with  
11+ years of  
experience

## ENT/Plastics/General Surgery Specialty Unit-Ei 64

January 2004-June 2005

*Mayo Clinic, Methodist Hospital, Rochester, MN*

- Charge Nurse, Supervision of LPNs
- Tracheotomy Cares, Elective and Reconstructive Plastic Surgery Post-Op
- ENT, Urology, Gynecology, and Kidney Donor post-operative patients
- Wound Vac Care and Medicinal Leech Therapy

## EDUCATION

### Bachelor of Arts, Nursing

*Luther College, Decorah, Iowa*

- Scholarship Recipient, Nursing Major, Vocal Performance Course Work

## HONORS, PUBLICATIONS, ACHIEVEMENTS

- Nightingale Luminary Award, 2011, Colorado
- Award for Service Excellence, February 2011, Children's Hospital Colorado
- Contributing Author, *Transforming Behavior: Training Parents & Kids Together* by Mary N. Cook, MD
- Presenter at APNA 27<sup>th</sup> Annual Conference, *The Evolution of a Pediatric Behavioral Assistance Resource Team (B.A.R.T)*
- Poster Presenter at APNA 27<sup>th</sup> Annual Conference, *B.A.R.T Team and MHC Career Ladder*
- Development Escalation Avoidance Checklist, Hospital Wide Care Plan, Children's Hospital Colorado
- Development of Telephone Triage Guideline for Suicidal/Homicidal/Self-Injury, Children's Hospital Colorado
- Development of Telephone Triage Guideline for Adverse Medication Side Effects, Children's Hospital Colorado
- Development of Self Injury Assessment Protocol for Outpatient Psychiatry, Children's Hospital Colorado
- Art for Life Program, Volunteer Vocal Artist/Tutor, Medical Day Treatment, Children's Hospital Colorado
- Self-Injury Poster with Hospital Wide production, Mayo Clinic

## COMMUNITY SERVICE

- Teddy Bear Clinic at The Denver Zoo, Children's Hospital Colorado
- Bennie L. Williams Spiritual Voices Choir, Choir Member
- The Spirituals Project Community Choir, Choir Member
- Dry Bones Organization Volunteer (Advocacy for homeless youth in Denver, CO)
- Grassroots Advocacy Network, Children's Hospital Colorado
- Salvation Army Free Clinic, Minnesota
- Vocal Performance: Mayo Clinic, Ronald McDonald House, Rochester Civic Theatre, Freedom Festival Singer
- PALS (Youth Mentoring Program), Decorah, IA
- Character Safari (Youth Mentoring in Public Schools), Cedar Rapids, IA

## PROFESSIONAL REFERENCES

**Rebecca Fox, MSN RN, Nursing Manager, Adolescent Psychiatric Services**

Denver Health and Hospital Authority

rebecca.fox@dhha.org

303.602.3939

**Carla Farris, NP, Clinical Director, Adolescent Partial Hospitalization Program**

Denver Health and Hospital Authority

Carla.farris@dhha.org

303.478.9280

**Mary Cook, MD, Executive Director, Medical Director, Former Medical Director at CHCO Psychiatry**

Empower Centers

Mary@EmpowerCenters.org

303.909.1152

**Andrea LeClaire, MSHA, RN, NEA-BC, Former Director of Patient Care Services, Department of Psychiatry**

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303.981.8190

**Scott Cypers, PhD, Director of Intensive Outpatient Programs**

Children's Hospital Colorado

scott.cypers@childrenscolorado.org

720.777.2265

## PERSONAL REFERENCE

**Susan B. Hoepfner, Family Friend**

319.350.0939

*Letters of Recommendation and Performance Appraisals available upon request*