# FY 2019 OFFICIAL NURSE CATEGORY CURRICULUM VITAE

**RANK FIRST MIDDLE LAST**

**(Degree(s) and Certification (s))**

OPDIV NAME

Work Address Work email

Work phone number

|  |  |
| --- | --- |
| **Called to Active Duty Date** | 06/01/2009 |
| **Last Temporary Promotion Date** | 01/01/2014 |

# USPHS CAREER PROGRESSION OVERVIEW

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Temporary Rank & Grade** | **Billet Grade** | **Agency Position Type** | **Agency Position Title** | **Agency Position Status** | **Agency** |
| 01/18/2011  –  Current | CDR O-5 | O-6  (supervisor) | Deputy | Deputy Division Director, Northeastern  Division | - | Health Resources and Services  Administration |
| 06/01/2009  - 01/17/2011 | CDR O-5 | O- 5  (non- supervisory) | Team Lead | Team Lead, Business Analyst Officer | Mission Critical | Defense Health Agency, Department of Defense |
| 01/01/2009  - 05/28/2009 | LCDR O-4 | O-4  (non- supervisory) | Staff Nurse | Staff Nurse | Isolated Hardship, Hazardous Duty, TDY (i.e. Detail) | Indian Health Service |
| 5/27/2009  - 1/5/2005 | GS-9 | N/A | Staff Nurse | Staff Nurse | - | Department of the Navy |

**EDUCATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Degree** | **Specialty** | **College/University** | **Year of Degree** | **Qualifying Degree (Y/N)** |
| **Certificate in Public Health** | Public Health Education | George Washington University | - | N |
| **Master of Public Health** | Maternal and Child Health | George Washington University | 2010 | N |
| **Bachelor of Science** | Nursing | Bay State University | 2007 | Y |

**USPHS ASSIGNMENT(S), DUTIES AND IMPACT**

**Current Position Title:** Deputy Division Director

**Billet Grade:** O-6 (supervisor)

**Date:** 01/18/2011- present

**Agency:** Health Resources and Services Administration/Bureau of Primary Health Care (BPHC)

**Division/Center:** Northeastern Division

# Division/Center Mission:

The Division oversees and monitors the performance of BPHC primary health care service delivery programs, making programmatic recommendations and providing assistance to improve grantee performance.

# Duties and Responsibilities:

* Member of the Division Management team, serving as backup for the Division Director.
* Provides direct supervision for 16 staff; (12 civil service staff and 4 PHS Officers)
* Provides technical expertise to resolve complex issues concerning implementation of personnel and professional development programs.
* Leads Division activities related to staff development

# Impact/Accomplishments:

* Provided management and oversight to 4 Team Leads, responsible for approximately 100 health centers, at over $285 million, resulting in $1.6 Million patients receiving services annually
* Developed and implemented several tools to improve workflow, productivity, and performance
* Led the development and implementation of a tool that assists with workload projections for grantee assignments

# USPHS Assignment Collateral Duties

|  |  |  |
| --- | --- | --- |
| **Role** | **Description** | **Dates** |
| COR (Level II) | EHR Standards Contract | 2011 |
| Product Manager | Medical Informatics System | 2011 |
| Member | National Tobacco Cessation Collaborative | 2012 |
| Member | EHR Implementation Team | 2010 |

**CONTRIBUTIONS TO NURSE CATEGORY, USPHS & PROFESSIONAL ORGANIZATIONS:**

* 1. *AC Category*

|  |  |  |
| --- | --- | --- |
| **Group/Committee** | **Role** | **Year(s)** |
| N-PAC | Voting Member | 2010-2012 |
| N-PAC Communications Subcommittee | Chair | 2010-2011 |
| N-PAC Communications Subcommittee | Webmasters Lead | 2013 to present |

***USPHS***

|  |  |  |
| --- | --- | --- |
| **Group/Committee** | **Role** | **Year(s)** |
| RDF-1 | Section Chief Nurse | 2005-2007 |
| RDF-1 | Deputy Section Chief Nurse | 2000-2005 |
| JOAG | Chair | 2009 |
| HOAC | Chair Elect | 2010 |
| HOAC | Professional Development Subcommittee Co-Chair | 2004 |
| USPHS Music Ensemble | Choral Member, DC Metro  Area Group | 2000 to present |

***Professional Organizations***

|  |  |  |
| --- | --- | --- |
| **Group/Committee** | **Role** | **Year(s)** |
| Commissioned Officers Association, DC Chapter | Chair of Networking Group | 2016 |
| Emergency Nurses Association | Member | 2010-Present |
| Association of Military Surgeons of the United States | Board | 2012 |
| Reserve Officers Association | Member | 2012 |
| American Nurses Association | Member | 2008-2011 |

**CONTINUING EDUCATION (most recent two years)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Description**  **(CEU, CE, CNE, or CME)** | **Organization** | **Date(s)** | **Hours** |
| Global Health Summit (CE) | American Public Health Association | 11/22/2011 | 20 |
| Graduate Course Work, Nursing  (CE) | George Washington  University | 10/29/2011 | 3 |
| HRSA New Supervisor Orientation | HRSA | 02/5/2011 | 10 |
| Current Issues in Indian Health  Policy (CE) | National Training and  Education Division | 12/22/2010 | 16 |
| Infection Control (CUE) | Walter Reed Medical Center | 05/12/2010 | 2.5 |
| Diabetes Management (CNE) | Walter Reed Medical Center | 01/18/2010 | 12 |
| Total |  |  | 63.5 |

**TRAININGS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Description** | **Organization** | **Required/ Optional** | **Year** | **Hour or days** |
| **Public Health/Response Trainings** | 50 bed FMS training, FEMA | RedDOG | Optional | 2013 | 5 days |
| Field Medical Readiness  Training Program | RedDOG | Optional | 2011 | 4 hours |
| **Non-Public Health/Response Trainings** | Emerging Leaders Program (training) | HRSA | Optional | 2016 | 15 days |

**CERTIFICATION(S)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Description** | **Organization** | **Required or Optional** | **Date(s)** |
| Certified Emergency Nurse | The Emergency Nurses Association's Board of Certification | Optional | 2010-2014 |

**LICENSURE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Type** | **State** | **Expiration Date** | **# of CE Hours Required per Licensing Period** |
| Nursing | Virginia | May 2020 | 25 |

**AWARDS & RECOGNITION**

|  |  |  |
| --- | --- | --- |
|  | **Type** | **Year(s) Awarded** |
| **USPHS** | Outstanding Service Medal | 2015 |
| Commendation Medal | 2014 |
| PHS Citation | 2013 |
| Presidential Unit Citation | 2012 |
| Unit Commendation (3) | 2011 (x2), 2010 |
| Special Assignment Award | 2010 |
| Regular Corps Ribbon | 2009 |
| Commissioned Corps Training Ribbon | 1999 |
| Field Medical Readiness Badge | 2008 |
| **Other Awards** | HRSA’s Administrator’s Citation for Outstanding Group Performance | 2014 |
| Indian Health Service Group Award | 2013 |
| N-PAC Career Counseling Certificate of Appreciation | 2011 |
| National Defense Service Medal | 2002 |

**RESPONSE**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Mission** | **Role** | **Year** |
| **USPHS** | Haiti Earthquake | RDF – 1 Chief Nurse | 2010 |
| Hurricane Katrina/Rita Deployment | Member | 2005 |
| National Mall July 4th | Member | 2006 |
| **Agency** | Zika Deployment | Team lead | 2016 |

**MENTOR/MENTEE PROGRAM**

|  |  |
| --- | --- |
| **OFFICIAL N-PAC Category Mentor/Mentees(s)** | **Year** |
| Mentor: CAPT ……. | 2008 - Present |
| Mentee: LT . . . . | 2015 – Present |
| **Other PHS/Agency Mentor/Mentees(s)** | **Year** |
| Dr./Ms./Mrs./Mr. ……… | 2011 - Present |

**PUBLICATION(S)**

* + 1. Jones, B., **Brown, D.** (2011). Fundamentals of Medical Informatics. Healthcare Informatics, p. 1-6.
    2. **Brown, D.** (2008) Epidemiology of alcohol-associated cancers. Alcohol, (35), p. 161-168.
    3. Davis, A., Johnson, J., **Brown, D.** (2005). Occupation, pesticide exposure and risk of multiple myeloma. Scandinavian Journal of Work and Environmental Health, (30), p.215-222.

# PRESENTATION(S)

**Career Opportunities in the USPHS – Lecture to Students** NOV 2017 Pharmacy & Nursing Schools, Hampton University, VA

**Career Opportunities in the USPHS –Various staff** JAN 2017 6th Army AMED Rct Cmd, Headquarters, Denver, CO

**HCFA Executive Committee, HCFA Headquarters** NOV 2016 Baltimore, MD

**Nursing Faculty** NOV 2015

University North Las Vegas, Las Vegas, NV

# CIVIC, COMMUNITY, AND VOLUNTEER ACTIVITIES: (OPTIONAL)

Volunteer, Big Brothers and Big Sisters 2005-present

Parish Nurse (name of church) 2014 - 2015