

**Name, degrees, certifications
Rank, USPHS
DA Employee ID
Address
Phone Number
Email
Curriculum Vitae Month Year**

Cover Page

Performance

Accomplishments:

- Scientific planner for 2009 SW region conference "Mothers and infants: Care together".
- Consultant on maternal child health issues within state and APHA Maternal Health.
- Published two articles in peer-reviewed journals on health promotion for mothers.
- Creator of Quality Improvement plan toward more efficient recruiting strategies for FDA.
- Associate instructor for Maryland Red Cross disaster training (two classes).

Leadership Attributes:

- Participating Member of Healthy Workforce Taskforce. Subcommittee Co-Chair on Motivation.

Mission Contributions:

- Assisted in coordination of BOTC Training
- Extensive knowledge and contacts regarding DHHS and non-DHHS agencies.

Education, Training, and Professional Development

- Certificate in Public Health; DC JUN 2009
- MS (partial-20 of 32 hours) College of St. Joseph, Standish, ME 2009 in progress
- BSN Bay State University, Dayton, OH 1993

Total CE Hours 2012: 142 HOURS

- Registered Nurse, State of Maryland DEC 2011 expiration
- Red Cross Disaster Training FEB 2008
- AHA HCP BLS course AUG 2011 expiration
- Advanced Cardiac Life Support 2009-2011
- Basic Trauma Life Support JUN 2009
- National Certification of Emergency Nursing (CEN) 2009-2011

Career Progression and Potential

Title	Agency / Location	Pay Grade	Billet Level	Dates
Chief, Nursing Services	HRSA Washington, DC	O-5	O-6	JUL 2002-present
Senior Recruiter	FDA HQ Rockville MD	O-5	O-5	JUN 1997 - JUN 2002
Community Health RN	IHS Blackfeet Billings, MT	O-4	O-4	APR 1995 - MAY 1997
Staff Nurse	IHS Fort Belknap Billings, MT	O-3	O-3	Aug 1993 - MAR 1995

Collateral Duties: Maryland State Nurses Association Task Force on Worker Safety

Professional Contributions and Services to the PHS Commissioned Corps

- Sponsor to 3 new officers at the IHS Blackfeet Service Unit, Billings, MT
- Volunteer part-time for projects in the IHS Billings Service Unit Headquarters Office
- Volunteer alto singer with performance by local PHS Chorale Ensemble

Basic Readiness

- Completed requirements for Basic Level Readiness and remain current
- Deployment Role: Nurse. Maintain Clinical Hour requirement through weekend work at VA
- Completed Field Medical Readiness Badge in 1999
- Volunteered for deployment to Hurricane Katrina
- Participate in 5K Community Run

Education

Masters of Science, Education (partial 20 of 32 hours credit) JUL 2009
College of St. Joseph Distance Learning Program
Standish, ME

Bachelor of Science, Nursing DEC 1993
Bay State University
Dayton, OH

Licensure
Registered Nurse, State of Maryland DEC 2011 expires

Certification
Certificate in Public Health, American University, DC JUN 2009
National Certification of Emergency Nursing (CEN) 2009-2011

Training
AHA HCP BLS course AUG 2011 expires
Advanced Cardiac Life Support 2009-2011
Red Cross Disaster Training FEB 2008

Uniformed Service Education/Public Health Training
BOTC/IOTC-3 days JUN 2004
US Public Health Service, Rockville, MD

Field Medical Readiness Course, 5 days JUN 1999
US Public Health Service, Bethesda, MD

Special Skills

- PHS Personnel System working knowledge of Agency assignment and selection Promotion process
- Master's degree in Human Resources, pending
- Extensive knowledge and contacts regarding DHHS and non-DHHS Agencies

Professional Experience

Chief, Nursing Services (CDR – +06 Billet) JUL 2002–Present
Maternal Child Health-Awards Division (MCHD)
Bureau of Primary Health Care, HRSA, Washington, DC

- Supervise Headquarters Nursing Staff (2 PHS officers and 2 civil service staff; 1 intermittent contract clerical staff)
- Primary author on two national reports on access to healthcare which defined recommended criteria for grant applications
- Consultant to 5 MCHD sites in the US regarding appropriate staffing models
- Personnel management for 165 PHS Officers including career development advice
- Collateral duty Co-chair of FDA Wellness in the Workforce Committee serving 8,000 workers
- Volunteer and participant for Nurse PAC Mentoring Committee for two years
- Detail support activities to OSG office for 2 weeks
- DHHS Annual Hispanic Month-Planning Committee member (one of 12 members)

Senior Recruiter (CDR – 05 Billet) JUN 1997-JUN 2002
FDA Headquarters, Rockville, MD

- Personnel recruitment of 12 PHS officers and 33 civil service staff in three years
- Speaker at FDA Orientation training classes (2-days long) provided 4 times a year
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- Consultant to FDA Department Heads on personnel management issues at quarterly meetings
- Website Management of FDA recruiting webpages (14 pages) at <http://www.fda.gov/recruit.html>.
- Resource person at national conference booth doing FDA recruiting
- Authored a new recruiting brochure used by headquarters and regional offices
- DC-COA member since 1997

Community Health Nurse (LCDR – O4 Billet)

AUG 1995–MAY 1997

Blackfeet Reservation, IHS, Billings, MT

- Head Nurse for Adult STD clinic seeing 2,100 patients a year
- Medical Records reviewer for quality assurance projects (25% of all records/yr)
- Collaboration of patient healthcare with neighboring community health centers
- Clinical assessment, venipuncture, and health education skills

Staff Nurse (LT – O3 Billet)

JUN 1993–JUL 1995

Fort Belknap Service Unit, IHS, Billings, MT

- Provided nursing care in general medicine clinic
- Educated on nutritional aspects of good health
- Staffed Wolf Point Clinic when on urgent basis when staffing low

Former Military Service

Sick Bay Manager

MAR 1987-AUG 1989

Naval Hospital Charleston Detachment, Raleigh, NC

- Managed/coordinated health requirements of 2000 reservists to meet Naval standards, seven days a week
- Command Instructor First Aid Class for 30 shipboard personnel three times a year

Training Officer

MAR 1985-Feb 1987

Naval Hosp San Diego Detachment, Salt Lake City, UT

- Coordinated/directed refresher medical training for 33-member medical unit
- Instructor Corpsmen and Command medical courses given every other month

Uniformed Services Award

Achievement Award	PHS	2009
Unit Commendation	PHS	2007
PHS Citation	PHS	2006
CC Training ribbon	PHS	2004
Achievement Award	PHS	2003
Bicentennial Unit Commendation	PHS	1999
Field Medical Readiness Badge	PHS	1999
Unit Commendation	PHS	1998
Navy Reserve Special Commendation	USN	1989
National Defense Service Medal	USN	1988
Navy Good Conduct Medal	USN	1987

Other Awards/Commendations/Letters of Appreciation

Letter of Appreciation, PHS	2002
Chief Nurse Officer Award, PHS	2001
Letter of Commendation, PHS	2001
President's Choice Fitness Award	2000
Children's Hospital Volunteer Award, Ft. Wolfe Community	1995

Ohio State Scholarship	1992-93
Letter of Appreciation, USN	1986

Professional Memberships

AMSUS - Life Member	2000 - present
ROA member- Life Member	1996 - present
COA National and Local Branch member	1995 - present
ANA member	1993 - 2005

PHS Support Activities

Office, Surgeon General, part-time staffing	2004 - present
Nurse PAC Mentoring Committee member	2005 - present
DHHS Annual Hispanic Month Planning Committee	2001
Attend COA conference	1998 - present

Outside Activities (Civic and Community)

Habitat for Humanities, Montgomery County, MD	2008 - present
Science Fair Judge, Montgomery County, MD	2005
Volunteer Health Speaker, Watkins Mill Middle School, Kensington, MD	2003
6 th Grade Religion Instructor, St. Francis Parish, Billings, MT	1995 - 1997

Publications/Presentations

Publications

1. Community guidelines on breastfeeding in the workplace. Karlson WG, Sample IA, Barker LP, et al. AJPH. The American Journal of Public Health, June 2009;95(No. 6):1067-8.
2. Maternal behaviors towards infants with low-birth weight. Sample IA, Henderson PP, Bush LB, and the HRSA Department Educational Team. Maternal and Child Health Journal. September 2008;8(No. 3):98-106.
3. Unique Scientific Opportunities at FDA. FDA brochure. May 2000. Lead author for content and format.

Presentations

Career Opportunities in the USPHS – Lecture to Students	NOV 2008
Pharmacy & Nursing Schools, Hampton Univ, VA	

Career Opportunities in the USPHS –Various staff	
6 th Army AMED Rct Cmd, Headquarters, Denver,CO	JAN 2006
HCFA Executive Committee, HCFA Headquarters, Baltimore, MD	NOV 2002
Nursing Faculty, University North Las Vegas, Las Vegas, NV	NOV 2000

Continuing Education-Year

TOTAL 142 Continuing education hours

Conferences

JAN 24	Federal Services Quality Leadership Course Washington, DC	(2.5 CEU)	25 CE hours
MAY 1-4	NDMS Conference Houston, TX	(3.0 CEU)	30 CE hours
JUN 1-2	Current Issues in Indian Health Policy Atlanta, GA	(16 contact hours)	16 CE hours
JUN 5	Global Health Summit Philadelphia, PA	(8 contact hours)	8 CE hours
JUN 6-9	Commissioned Officers Association Meeting Philadelphia, PA	(4.0 CEU)	40 CE hours

Lectures/Seminars

JAN-MAR	Curriculum Development towards MS College of St. Joseph, Standish, ME	(1 acad semester)	15 CE hours
JUN 21	Diversity Training for Employees Washington, DC	(2 contact hours)	2 CE hours

Webcasts/On-Line course

FEB 10	Mass Antibiotic Dispensing Webcast: Managing Volunteer Staffing Strategic National Stockpile, CDC, Atlanta, GA	(2 contact hours)	2 CE hours
MAR 30	Recognition of Chemical-Associated Gastrointestinal Foodborne Illness Webcast	(4 contact hours)	4 CE hours

Or via table format

Year Continuing Education

Date	Conference or CE	Location	CE Hours
	Add as many rows as needed		