

Rachael K. Lee  
1045 Salisbury Court  
La Canada Flintridge, California 91011  
Phone (818) 952-0300  
Email: [rklee@ph.lacounty.gov](mailto:rklee@ph.lacounty.gov)

## PROFESSIONAL EXPERIENCE

- **Nurse Manager** **7/2010-Present**  
**L.A County Department of Public Health**  
**Community Health Service/Metropolitan Service Planning Area 4**

Develop and direct the planning, implementation, and evaluation of public health nursing interventions to protect, promote the well-being of the community and enhance the health status of Metropolitan Service Planning Area 4 (SPA4) residents. Provided management oversight to more than 70 nursing personnel & accountable for nursing staff that provides public health services to individuals, families and communities in the Metropolitan Los Angeles Area. Provide overall administration of nursing services & activities in both Central & Hollywood Health Center, and the Satellite Clinic in Skid Row Area. Participate in the overall administration of district nursing services which includes recruitment, budget planning, grant writing, program planning & implementation, workload analysis, and data reporting, and implementation of community health improvement initiatives. Accountable & responsible for health center operations as well as the field & clinical services. Provide guidance through consultation on projects & activities. Engaged in quality improvement processes planning, implement and evaluating organizational solutions in alignment with the DPH strategic plan on the impact and importance of public health leadership in the department of Public Health. Acted & served for the Area Health Officer in the Service Planning Area 3 & 4 in her absence. Participated & assisted in achieving SPA/ Public Health improvement objectives & goals as determined by the Public Health Department or mandated by the program-funding source.

- **Nurse Manager** **9/2011-9/2018**  
**L.A County Department of Public Health -Employee Health Service Program**

Develop and direct the planning, implementing, and evaluation of the newly established Employee Health Services to all 4,000 public health employees in the Department of Public Health. Also provide overall administration of Employee Health Services (EHS) & activities, workload analysis, and program planning, organizing, staffing, budgeting, directing, implementation, and controlling the accomplishment of both short and long-term EHS goals & objectives. The EHS program is responsible for providing Health Services such as Annual Health Assessments, including TB screening, Respiratory Fit Testing, Immunizations, and laboratory work if indicated to all 4,000 employees in the DPH. This program is to meet the legal obligation of Occupational Health & Ensure that staff complies with Health & Safety Codes.

- **Clinical Instructor** (*part-time*) **8/2010-06/2012**  
**California State University, Los Angeles- School of Nursing**

Serve as a part time lecturer in the School of Nursing, taught undergraduate course in community/public health nursing and supervised student clinical experiences. Educated students assuring efficiency and effectiveness of learned theory for application within field experiences. Collaborated with public health department and community agencies to ensure appropriate field experiences. Implemented, organized, and maintained appropriate grading system.

- **Nurse Manager** **7/2006-7/2010**  
**L.A County Department of Public Health**  
**San Gabriel Service Planning Area 3/Pomona Health Center**

Developed and directed the planning, implementing, and evaluation of public health nursing interventions to promote the well being of the community and to prevent disease, disability and premature death within an assigned San Gabriel Service Planning Area (SPA3) and program. Assisted in achieving SPA/ Public

Health improvement objectives as determined by the Public Health team or mandated by the program-funding source. Also provide overall administration of nursing services & activities in Pomona Health Center, including the supervision of Public Health Nursing Supervisors, which includes recruitment, budget planning, grant writing, program planning & implementation, workload analysis, and data reporting, and executed community health improvement initiatives. Acted & served for the Area Health Officer/Director in the Service Planning Area 3 & 4 in his absence.

- **Program Specialist, PHN** **8/2000-7/2006**  
**L.A County Department of Health Service**  
**Acute Communicable Diseases Control Program**

Provided overall administration of nursing services & activities in the Acute Communicable Disease Control (ACDC) Program in DPH, including the supervision of Public Health Nurses, recruitment, budget planning, grant writing, program planning & implementation, workload analysis, and data reporting, and training. Responsibilities include the following: surveillance of communicable diseases, investigation and recommendation on control for disease outbreaks, act as a technical expert for ACDC, Assist & manage grant funded budget, perform special projects and research, consultation and education to public and community health services, develop policies and guidelines as they relate to communicable diseases and hospital issues, provide nursing education for county-wide public health nursing orientation, and developed the nursing database for public health nursing. As a member of the Nursing Education Committee and the Nursing University Affiliation Committee, developed educational materials on outbreak management for All new public health nurses in DPH.

- **Public Health Nurse Supervisor** **8/1997 – 8/2000**  
**L.A County Department of Health Service**  
**Curtis Tucker Health Center**

Provides technical and administrative support to public health nurses in the Service Planning Area 8 Community. Supervised nursing and other personnel who provides nursing services in homes and community health centers, and assisted in the administration of the nursing service of a community health district. Planned, developed, evaluated and modified health projects for the community. Served as a nursing representative in collaborations with SPA management and community stakeholders to promote and support the development of programs, policies and services to improve the health of communities. In addition, has provided technical and administrative support to SPA 8 district public health nurses and clinic nursing staff & support staff.

- **Public Health Nurse** **4/1/1992 – 8/1997**  
**L.A County Department of Health Service**

Responsible for the epidemiological investigation and the evaluation and follow up of Communicable Diseases including Tuberculosis and Sexually Transmitted Diseases, Child Abuse/Neglect, lead poisoning, and Sudden Infant Death Syndrome. Assess and identify health need/resources of person/families in the community and evaluates such problems and provides nursing care or counseling or recommends the provision of appropriate health services.

- **Research Nurse** **11/1989 – 3/1992**  
**Good Samaritan Hospital, Heart Inc.**

Supervised, coordinated and conducted cardiovascular clinical drug trials, recruited, interviewed, screened, and educated patients involved in drug trials. Gathered data and maintained records, managed adverse reactions and communicated with investigator and sponsor for patient safety.

- **Operation Room Nurse II** **4/1989-11/1989**  
**L.A County/USC Medical Center- Cardiac Cath. Lab.**

Function as role of operation room nurse, set up CAD tray, and circulate in the operation room. Scrub as an assistant to MD during procedures. Direct patient cares, monitoring equipment and patient education.

- **Registered Nurse/Staff Nurse** **1/1987- 4/1989**  
**L.A County/USC Medical Center – Vascular and Surgical Ward**

Function in role of staff nurse, Charge nurse, Clinical expert, and clinical teaching preceptor of new staff on a vascular and surgical unit.

## EDUCATION

- California State University, Long Beach**  
Masters of Science in Nursing and Public Health **5/2003**
- Johns Hopkins School of Public Health**  
Graduated Certificate Program in Public Health sponsored by CDC **1/2001**
- California State University, Los Angeles**  
Bachelor of Science, Nursing **1986**

## HONORS AND ACTIVITIES

- Selected for the 2014 Outstanding Nurse Supervisor/Manager/Specialist First runner-up May 2014
- Selected for the 2012 Outstanding Nurse Supervisor/Manager/Specialist Second runner-up May 2012
- LAC PHN the Outstanding Poster Presentation Award May 2004
- Developed Los Angeles County Public Health Nursing Employee Database for LAC/PH Nurse Recruitment Program. May 2003
- Phi Delta Gamma National Graduate Honor Society Member, March 2003
- Sigma Theta Tau Nursing Honor Society Member, March 2003
- Awarded the California Conference Nursing Scholarship Spring 2002
- Professional Nurse Traineeship Stipend, Fall 2002 & Spring 2003

### Oral/Poster Board Presentations:

-Acceptance of abstract and oral presentation entitle “Responsible Sexual Behavior Health Initiative Project in Los Angeles County, into the APHA 136<sup>th</sup> Annual Conference, November 2009

-Acceptance of abstract and oral presentation entitle “Influenza Vaccination demonstration Project- Targeting underserved populations” into the APHA 135<sup>th</sup> Annual Conference, Washington, DC., Nov.2007

-Acceptance of abstract entitle “Increasing acute care facility outbreak reporting: Liaison Public Health Nursing Project, LAC” into the APHA 133<sup>rd</sup> Annual Conference, New Orleans, November 2005

-Acceptance of abstract poster entitle “Communicable Disease liaison public health nursing Project, Los Angeles County” into the APHA 132<sup>nd</sup> Annual Conference, Washington, DC., November 2004

-Acceptance of poster Board entitled “Utilizing the Health Belief Model in Preventing Hepatitis A in Los Angeles County” into the Sigma Theta Tau International Conferences, California, Cerritos, October 2002.

- **Public Health Nursing Education Committee.**  
Developed Acute Communicable Disease’s educational materials & presentation for new public health nurses in Los Angeles County Department of Public Health
- **Editor of 2000 Acute Communicable Diseases Control Special Reports.**

**COMPUTER SKILL** MS word, Power point, Access, Excel  
**LANGUAGE** Fluent Korean, Conversational Spanish

**LICENSURE**

Register Nurse, State of California  
License Number RN 417242  
Clinical Nurse Specialist, State of California  
License Number 1938

**CERTIFICATIONS**

<b>Graduate Certificate in Public Health</b> -Johns Hopkins University & Centers for Diseases Control (CDC),	Jan. 2001
<b>Certified Public Health Nurse</b> , (No.42745)	March 1987
<b>BCLS</b>	Dec. 2020
Management Program for Assistant Nurse Manager	1999
Clinical Teaching Preceptor	April 1990

**CLINICAL TRIALS  
COORDINATED**

Isosorbide – 5- Mononitrate in a Controlled-Release formulation in patients with Stable Effort Angina Pectoris (Schering-Plough)

1991-1992 An Evaluation of the Efficacy and Safety of Isosorbide-5-Mononitrate Extended Release Tablets In-Patients with Stress-Induced Angina Pectoris (Boehringer Mannheim).

1990-1991 Multicenter, Double-Blind, Long-term Comparison of the Safety and Efficacy of Fluvastatin(XU-62-320) and Lovastatin(Sandoz)

1990-1991 Open label study of long term safety therapy in patients with mild to moderate hypertension (Knoll)

1990-1991 A comparison of the combination of fosinpril 20 mg and hydrochlorthiazide 12.5mg with which of the components and placebo in mild to moderate hypertension (Bristol-Meyers Squibb)

1990 Double Blind, Randomized, Placebo controlled, six way parallel dose ranging study to evaluate the safety and efficacy of oraltrandolapril therapy (0.25, 0.5, 1, 2, & 4 mg/day) in white patients with mild to moderate essential hypertension (Knoll).

1990 Evaluation of the safety and efficacy of Zofenopril Calcium administered BID to patients with chronic heart failure (Bristol-Myers Squibb).

1989-1991 Dose response evaluation of Diltiazem Hydrochloride Sustained-Release capsules versus Placebo in patients with Chronic Stable Angina Pectoris (Marion).

**Reference**

Available upon request