

# MONIQUE VERITAS, RN, CPHIMS

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**September 14, 2022**

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Ms. Florence Angel  
Director  
San Gabe Medical Center  
333 Healthcare Road  
San Bernardino, CA 92346

**Dear Ms. Angel:**

I learned about the Healthcare Administrator position on LinkedIn, and I am interested in the position. A review of the preferred qualifications indicates an excellent match to my skills and experience. Looking at your website, I see a world-class healthcare facility at the leading edge of innovation. I would like to share how I can fit in immediately as your new Healthcare Administrator.

As an RN, I have learned that great patient care requires stamina, perseverance, and the ability to perform under pressure. In 2018, I was named lead nurse on a staff of 60 nurses, where my leadership skills were tested and refined. At the encouragement of our director, I pursued the Certified Professional in Healthcare Information and Management Systems, earning the certification in 2019. As San Gabe Medical Center grapples with complex IT data integration and security issues, I can offer expertise in healthcare IT to complement my leadership accomplishments:

- 2016 Caregiver of the Year, following my leadership during the unprecedented San Bernardino wildfires.
- Advised the hospital board of directors on budgetary planning for upgrades to the MRI equipment, saving 600,000+ dollars by recommending a software fix.
- Advised on new hire training documents as staff increased by 60% to 120 nurses over a 4-year period.
- Member of a legal compliance committee setting guidelines for state and federal programs.

I would be excited for the opportunity to meet in person and further describe my qualifications. Thank you for your consideration.

Sincerely,

Monique Veritas, RN, CPHIMS

Enclosure (1)