

Paula R. Viker

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Education: Health Services Administration, M.S., University of St. Francis, May 1996
Business Administration, B.S.; Gerontology, Minor; Moorhead State University, May 1990
Long-term Care Administration Certification, Concordia College, May 1990
Licensed Nursing Home Administrator, Minnesota (1990 – present)

Employment: *Instructor, University of Minnesota, Crookston (1999 – 2004) (spring 2005 – current)*
Primary responsibilities are teaching the following courses both in a traditional classroom setting and online: Health Management, Leadership & Planning; Administration of Continuum of Care Facilities; Risk Management & Quality Improvement; Regulatory Management and the development of Healthcare Finance. I have taught other healthcare management courses such as Healthcare Policy and Global Issues and Health Information Systems on a limited basis in the past. I have been very involved with service learning at UMC and require service learning projects in some of the classes I teach. Committee involvement includes review committees, Higher Learning Commission committee work, cohort groups and service learning planning.

Nursing Home Administrator, Halstad Lutheran Memorial Home (1992-1999)
Responsible for the operation and administration of 68 bed skilled nursing facility with approximately 100 employees and management of 20 subsidized apartments for seniors. Main duties include financial management, strategic planning, human resources, marketing, public relations, quality improvement, regulatory management, innovation, education, as well as policy and procedure development. Special projects include building a 15 bed dementia care unit, south addition, remodeling as well as planning, developing, building and marketing 16 units of congregate housing with services.

*Nursing Home Administrator, Southern MN (AIT) & Fairfield, WA (Administrator)
Good Samaritan Society (1990-1992)*
Responsible for the operation and administration of 80 bed skilled nursing facility, 20 senior apartments and home health agency. Main duties include financial management, human resources, public relations, marketing, quality of care, regulatory compliance, education, and policy and procedure development. Special projects include deficiency reductions, development of an advisory board, quality improvement program, staff development, pastoral care services, resource development and restoring the community's trust in the facility.

Memberships: Minnesota Health & Housing Alliance (MHHA), (1992 – present)
MHHA, District C positions held – Secretary/Treasurer, Vice President
Minnesota Rural Health Partners
Evangelical Free Church of Norman County, Awana Leader/Communications Committee

