

**Michael Tartaglia**  
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**OBJECTIVE:**

To use my diverse long-term care experience, in both the proprietary and voluntary sectors, and my education and expertise in the area of health care administration, to obtain an Administrator's position in a progressive and challenging health care facility that needs a trouble shooter or has/wishes to avoid, operational problems, and has a need for a team-building leader that uses systems implementation for concurrent, successful outcomes in both quality of care and reimbursement.

**EDUCATION:**

*Long Island University, Greenvale, New York*

M.P.A. Degree May 1981; Cumulative Average 3.60/4.00

Course Concentration: Public Administration with Health Care Emphasis

B.A. June, 1977, *cum laude*, PI GAMMA MU, Dean's List, Student Advisor

Course Concentration: Political Science / Economics

**EMPLOYMENT:**

*Plaza Regency at Park Ridge, Park Ridge, N.J.*

*2009- Present*

**Administrator**

Overseeing all daily operations for a Nursing Facility. Extensive inter-departmental coordination including financial re-organization and revamping of many departments. Hiring of new staff and implementing extensive survey corrections. Marketing and community relations aimed at growing the facility census.

*East Rockaway Progressive Care Facility, Lynbrook, N.Y.*

*2007-2008*

**Administrator**

Recruited back to facility to cause turnaround due to poor survey outcomes (had held administrative position in 1996-1998). Analyzed operations and, as identified to be needed, instituted new systems and policies to ensure state/federal compliance and optimal, rightful Medicare reimbursement. Increased Medicare payer mix. Currently preparing the facility for transition to new ownership.

*Queens Boulevard Extended Care Facility, Woodside, N.Y.*

*2000 – 2007*

**Administrator**

Overall Administrative duties for a large Nursing Facility including oversight of sub-acute unit and Adult Day Care Program. Oversaw many operational changes and cost cutting measures while maintaining the high standards of this facility, and increasing overall revenues.

*Terrence Cardinal Cooke Health Care Center, Manhattan, N.Y.*

*2000*

**Evening Administrator, Consultant**

Assumed this temporary position in a 729 bed multi-level facility as a trouble shooter. Oversaw survey corrections and staffing deployment. Provided daily reports to CEO on all facets of facility operation. Assigned to Special Projects which needed to be brought to closure.

**Garden Care Center, Franklin Square, N.Y.**

**1998 – 2000**

**Administrator**

Oversaw construction and start-up of a new nursing facility. Involved in all facets including contractor oversight, regulatory interaction, community relations, planning, processing paperwork, procuring supplies, selecting vendors and hiring of key personnel.

**East Rockaway Progressive Care Facility, East Rockaway, N.Y.**

**1996 – 1998**

**Administrator**

Assumed all Administrative responsibilities for facility's operations, including extensive public and community public relations activities. Revamped operations pursuant to new ownership. Implemented responsible staff cutbacks in order to attain fiscal integrity; while continuing to uphold quality of care standards.

**Glen Island Care Center, New Rochelle, N.Y.**

**1996 – 1996**

**Administrator**

Appointed to a temporary administrative position pursuant to a court-ordered Receivership; oversaw financial reorganization and established administrative oversight in all other areas of the facility's operations. Upgraded overall operations which had been compromised due to protracted dispute between owners

**Berkshire Nursing Center, West Babylon, N.Y.**

**1994 – 1996**

**Administrator**

Assumed overall administrative responsibility for 175-bed nursing home featuring hospice and respite services; implemented enhanced requirements mandated on the facility and maintained the institution's reputation for quality care. Incorporated Public Relations and Community Outreach into the Administrator's position. Oversaw renovations and achieved excellent survey outcomes.

**Hempstead Park Nursing Home, Hempstead, N.Y.**

**1990 – 1994**

**Administrator**

Served as Administrator for 251-bed hospital-based nursing home. Facilitated and/or participated in various nursing home and hospital departments and committees. Formulated new policies / procedures to address OBRA '87 requirements. Evaluated, then revamped, the facility's P.R.I. information gathering system so as to ensure the coordination of tasks and staff knowledge/understanding of the methodology; causing the case mix to ethically increase by fourteen points.

**Flushing Manor Care Center, Flushing, N.Y.**

**1988 – 1990**

**Assistant Administrator**

Diverse administrative duties for large SNF-HRF facility; involvement in labor and staffing matters; interdepartmental coordination; PRI/CMI submissions and maximization. Oversaw support service departments. As the Assistant Administrator, assumed oversight of the support service departments of housekeeping, maintenance, security, management information and medical records.

**Long Island Nursing Home, Flushing, N.Y.**

**1983 – 1988**

**Assistant Administrator**

This was my first position in the industry while studying for, and obtaining, Nursing Home Administrator Licensure. Participated in daily operations of facility; responsible for the support services, in-service education and Quality Assurance programs. Attended all key committee, department head and labor/management meetings.