

Resume Tips and Best Practices

Make your CLNC® resume a quick and easy read for attorneys. Focus on the education and professional experience that are most relevant to attorneys.

Begin with the **Summary of Qualifications**. This is a short, bulleted list that presents your most relevant clinical and legal nurse consulting experience.

- Identify your top five selling points that uniquely qualify you to review cases for attorneys. (For example – five years of emergency experience, ten years of medical-surgical experience, ACLS certified, chair of the policy and procedure committee, etc.)
- Define the knowledge and experience you possess and how you can specifically meet an attorney's needs. Be sure to translate your experience into a meaningful benefit for the attorney. For example – Five years emergency experience: "I have assessed emergency care and documentation, qualifying me to evaluate emergency issues in medical-related cases."

Next, add and complete the **Professional Experience, Education, Certifications, Publications** and **Presentations** sections. Organize your relevant accomplishments in each of these areas in chronological order, with the most recent first. Be sure your resume includes every type of case you have worked on and every applicable nursing experience.

Proofread carefully and spell-check.

If you are a testifying expert, keep in mind that everything in your resume is discoverable.