

Job Description

Position: Credentialed Medical Assistant

The essential duties and responsibilities of a Credentialed Medical Assistant for the Rex NCHV Wilson Department include:

- Maintaining an environment of safety for patients, self and others
- Participating in all safety practices as required by the department by adhering to the institution's and department's policies, procedures and regulatory standards
- Providing direct patient care under the delegation of licensed nurses, nurse practitioners, physician assistants and physicians and documenting any care provided in the patient's medical record
- Collaborating with the nurses and providers to implement a plan of care and reinforce patient education
- Administering medication per role and pharmacy approval
- Dressing wounds as ordered by the physician
- Obtaining EKG and/or Rhythm Strips
- Applying the heart monitor on patients as ordered by the physicians, hooking up the monitor, enrolling the patient with Life Watch over the phone, sending a baseline EKG transmission and instructing the patient on the use of the monitor
- Assisting with and operating equipment as required by the assigned patient population, cleaning and maintaining the EKG machines and calling a representative when the machine is not working properly
- Performing daily quality control on the defibrillator at the nurse's station
- Performing administrative functions as required by the department
- Accepting supervision and training from RNs, nurse practitioners, physician assistants and physicians to establish and maintain clinical competencies required by the department
- Contributing to performance improvement activities

Other duties may be assigned.

Qualifications

Candidate is required to have graduated from an accredited certified medical assisting program, have a Basic Cardiac Life Support (BCLS) certification and be credentialed by at least one of the following organizations: The American Association of Medical Assistants (AAMA) as a CMA, The National Center for Competency Testing (NCCT) as a NCMA, The National Healthcare Association (NHA) as a CCMA and/or The American Medical Technologist (AMT) as an RMA.

It is preferred that the candidate have previous medical office and/or urgent care experience.

Primary Location: Raleigh, North Carolina, United States

Department: REXH-26937-Rex NCHV - Wilson

Shift: Day Job

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