



WE ARE HIRING!

JOIN OUR TEAM

CMA/RMA & LPN (Biote Care)

within the BioTE Hormone Replacement Clinic

Position Summary

We are seeking Medical Assistants and Licensed Practical Nurses interested in women's health with a focus on the perimenopausal and menopausal time of a women's life.

We spend extra educational time focusing on diet, exercise, balance disorder, hormone optimization, osteoporosis prevention, sexual health, and aging with high quality of life.

This position is responsible for providing primary care to patients, including assessment, treatment, care planning, and medical care evaluation. Requires a professional person with excellent organizational, computer and customer service skills.

Education & Licensing Requirements:

- CMA/RMA: Certification/Registration as a medical assistant required and a minimum of 1 year of clinical experience.
- LPN: Completion of a registered nursing program from an accredited school of nursing with a minimum of 1 year clinical experience.
- Preferred: at least 2 years of practical experience in a women's health or OB/GYN office.

Benefits:

Offers competitive salary and benefits. Benefits include retirement plan; health, dental, and life insurance; disability insurance, holidays and paid time off.

How to Apply:

Email resume to resume@nflwc.com

Career Opportunity

CMA/RMA & LPN (Biote Care)



Position Responsibilities:

- Obtaining patient consent for care and ensuring patient confidentiality
- Obtaining and documenting health history, chief complaints, vital signs and health risk factors, and assessing disease conditions
- Providing care based on practice guidelines, standards of care, and federal/ state laws and regulations
- Executing prescribed treatments and medical interventions; administering prescribed medications; and monitoring and documenting treatment progress and patient response
- Delegating as allowed under the Nurse Practice Act
- Referring to/consulting with physicians, other health providers, and community resources to prevent/resolve concerns
- Educating patients and families about health status, health maintenance, and management of acute and chronic conditions
- Documenting patient assessment and intervention data using EMR
- Participating in multidisciplinary teams to improve patient care processes and outcomes
- Tracking quality assurance data and monitoring for acute and chronic care management

Skill Requirements:

- Skill in time management, problem solving, multi-tasking, prioritizing
- Excellent skills in customer service and medical care coordination
- Skill in initiating appropriate crisis interventions and emergency response
- Skill in patient triage, in person and on the phone
- Proficient with Microsoft Word and Excel
- Ability to analyze options and then counsel patients and families about choices
- Ability to make referrals to other providers and resources
- Ability to engage clients and families in the development and implementation of a care plan
- Ability to read and interpret physicians' orders and notes from other providers
- Ability to calculate and administer drug dosages and injections and measure results
- Ability to be flexible with changing workload or patient assignments
- Understanding of health care technology, equipment, and supplies
- Familiarity with state law on nursing care, nurse practice guidelines, and clinic policies and procedures
- Knowledge of wellness/illness, growth and development, human behavior, psycho-social factors, and alternative health care treatments
- Knowledge of chart/medical record documentation requirements and federal/state laws related to release of health care information

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