



## **Hope Grows!**

### **We seek an experienced credentialed medical assistant to join our team.**

Our patients walk through the doors with great expectations... and hope. It will be your job to help us deliver it.

#### Medical Assistant (credentialed) - Orthopedic Medical Group

Our medical assistants provide excellent patient care specialized for our orthopedic patients while assisting Physicians and Physician Assistants/Nurse Practitioners. Our medical assistants manage a variety of patient care, clerical, environmental, and organizational tasks associated with providing exceptional patient-centered care. Our medical assistants are credentialed and responsible for accurate and timely documentation in the electronic health record. Other duties may include performing wound care, dressing/cast removal, sterilization of instruments, assisting with appointment and surgery scheduling.

#### **Our ideal candidate:**

- Is credentialed (certified or registered: CMA/AAMA, RMA, NCMA)
- Has minimum 1 year experience
- Has strong working knowledge of medical and drug terminology
- Possesses excellent customer service skills and a high-level professional demeanor
- Is detail-oriented and organized with excellent time-management skills
- Has NextGen® or comparable EMR experience

#### **Preference is given for:**

- Orthopedic experience
- Surgery coordination experience

**Our best employees are:** Compassionate, customer service oriented, dependable, detail-oriented, empathetic, flexible team players with strong communication skills.

**To Apply:** Download our application at <http://www.hopeorthopedics.com/careers>.

Submit your application, resume and cover letter to [Careers@HopeOrthopedics.com](mailto:Careers@HopeOrthopedics.com) or fax to (503)316-3780.

#### **Could this be you?**

The people of Hope Orthopedics are passionate about providing patient centered service excellence and delivering world class musculoskeletal care.

Hope Orthopedics of Oregon, a patient-centered orthopedic practice with 14 orthopedic surgeons and 10 physician assistants/nurse practitioners, and over 135 support staff members offers a full spectrum of orthopedic care in our downtown location. We also offer X-Ray, MRI, a cast and brace department, on-site lab and EKG, as well as physical and hand therapy. Our employees enjoy a competitive benefits package that includes health, dental, vision, disability and retirement.

*Hope Orthopedics is an Equal Opportunity Employer*

Hope Orthopedics of Oregon 1600 State Street Salem Oregon 97301