

MEDICAL ASSISTANT NEEDED

Job Details

- Full time Medical Assistant to work 30-40 hours per week (Monday, Tuesday and Friday to include one evening and an occasional Saturday).

Responsibilities

- Prepare patients for exams,
- Accurately take vital signs, record information
- Schedule tests and procedures.
- Obtain prior authorizations when needed and
- Make timely call backs.
- Other duties as assigned.

Qualifications

- Medical Assistant experience preferred
- EMR experience preferred
- Friendly with have excellent communicate and phone etiquette skills
- Must be proficient on the computer
- Work well as a team.

To apply, please ask for an application or visit www.wasatchpeds.net