

What do Medical Assistants do?

Perform administrative and certain clinical duties under the direction of a physician. Administrative duties may include scheduling appointments, maintaining medical records, billing, and coding information for insurance purposes. Clinical duties may include taking and recording vital signs and medical histories, preparing patients for examination, drawing blood, and administering medications as directed by physician.



Work Content

Record patients' medical history, vital statistics, or information such as test results in medical records.

Prepare treatment rooms for patient examinations, keeping the rooms neat and clean.

Interview patients to obtain medical information and measure their vital signs, weight, and height.

Authorize drug refills and provide prescription information to pharmacies.

Clean and sterilize instruments and dispose of contaminated supplies.

Prepare and administer medications as directed by a physician.

Explain treatment procedures, medications, diets, or physicians' instructions to patients.

Collect blood, tissue, or other laboratory specimens, log the specimens, and prepare them for testing.

Median annual wage *

\$38,218

Projected employment **

3,399

Annual openings (Jobs)

416

Places to work

Ambulatory Health Care Services

Hospitals

Social Assistance

Government, Local (Excluding Education)

Career Cluster



health science

* Wage estimates based on surveys conducted from November 2019 to May 2021

** Projected Occupational Employment in 2030

How do you become a Medical Assistant?

Entry-level medical assistants are usually required to complete postsecondary education. There are a variety of programs available for medical assisting, ranging in length from a few months to a two-year Associate's degree. Applicants who have completed a formal educational program in medical assisting may be preferred by employers.

In New Hampshire, medical assistants do not require a professional license. There are several postsecondary institutions offering medical assisting programs in the state.

Interests (Holland Codes)



Social — Social occupations frequently involve working with, communicating with, and teaching people. These occupations often involve helping or providing service to others.

Conventional — Conventional occupations frequently involve following set procedures and routines. These occupations can include working with data and details more than with ideas. Usually there is a clear line of authority to follow.

Work environment

Most medical assistants work in physicians' offices and other healthcare facilities. Most work full time.

Explore more: ***

American Association of Medical Assistants , www.aama-ntl.org/

NH State Society of Medical Assistants, www.nhsma.org/

*** Inclusion of this information is intended to provide a convenient resource for exploration, but does not constitute an endorsement for any organization, nor is the list all-inclusive.

Source:

New Hampshire Employment Projections, base year 2020 to projected year 2030
New Hampshire Occupational Employment and Wages, May 2021
Occupational Outlook Handbook, Bureau of Labor Statistics

