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### **Clinical Specialist (LPN,CMA) (Full-time)**

Muncie

The **Clinical Specialist** is responsible for making patients feel comfortable during the visit, directing patients while in the clinic, and performing initial assessment and intake of information including, but not limited to, medical, family and social history, taking and recording patient vital signs, and interviewing patient to fully understand the reason for the visit. Individuals in this role will provide care for clinic patients following established standards and practices. This individual is responsible for delivering patient care and assisting in procedures as directed by physicians. This position is responsible for maintaining and updating patients records with a high degree of accuracy in a timely and efficient manner.

#### Qualifications and Education Requirements

Minimum of high school diploma or GED required. One to two years professional experience in clinical setting preferred. Additional education in the areas of medical assisting or nursing required. Possession of applicable certification or state license is required.

#### Certification/License Requirements

Required to maintain current CPR and Emergency First Aid certifications.

Specific licenses and/or certifications applicable may be one of the following:

- Certification from the American Association of Medical Assistants
- Possession of State Licensed Practical Nurse license (LPN)