

WholeLife Authentic Care

WholeLife Authentic Care is a rapidly growing medical practice with a dynamic healthcare team consisting of: OBGYNs, Midwives, PA, nurses, sonographers, administrative and clerical staff, and FertilityCare™ Practitioners. Founded as a 501c3 nonprofit to serve North Texas, WholeLife offers a world-class clinic that honors the sanctity of life, respects the dignity of women, and serves the whole family. What makes this practice so unique is the new scientific approach to managing reproductive health: Creighton Model FertilityCare™ System and NaProTECHNOLOGY™.

POSITION: Medical Assistant

DESCRIPTION: WholeLife Authentic Care is seeking a Medical Assistant (MA) candidate who is eager to join our efforts. The MA will be part of a dynamic healthcare team consisting of a NaProTECHNOLOGY™ surgical fellow, additional women's health and family physicians, nurses, sonographers, administrative and clerical staff, and FertilityCare™ Practitioners to offer integrative women's healthcare. The MA will be under the supervision of the Practice Manager. WholeLife reaches to all faith denominations, but adheres to the teaching of the Catholic Church and the Ethical and Religious Directives for Catholic Health Care Services as outlined by the United States Conference of Catholic Bishops.

The MA will be involved in direct patient care and is responsible for but not limited to tasks including assessing vital signs, rooming patients, collection of patient information, lab collection, running point of care lab testing, immunizations, assisting the physician and/or medical provider, and ensuring the comfort and care of the patients. The MA will also be cross-trained with the patient access representative (front desk).

REQUIREMENTS:

- High school diploma or equivalent, completion of a medical assistant program is highly desired
- EMR experience, Athena preferred
- Bilingual in Spanish desired
- 1 year experience; 2-4 years desired
- Adherence to the teachings of the Catholic Church and the Ethical and Religious Directives for Catholic Health Care Services outlined by the USCCB
- Audit of the FertilityCare™ Practitioner program within 18 months of hire

CONTACT INFORMATION:

For more information on this position, please contact us at Employment@WholeLifeAC.com or at (817) 838-5433.