



# Healthcare Briefing for Job Developers

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# CJC Healthcare Briefing for Job Developers



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# Healthcare Briefing

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- Metropolitan Chicago Healthcare Council
  - MCHC is a membership and service organization, founded in 1935, representing more than 130 acute and non-acute healthcare organizations in the metropolitan Chicago area.
  - Our goal is to help improve the delivery of health care to the communities our member organizations serve.



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- Health Care as an Employer
  - MCHC member organizations employ more than 150,000 employees in the metropolitan area.
  - Health care, as an industry is among the six largest employers in the metropolitan area.
  - While certain jobs (nursing, radiology technologist, physical therapist, etc.) are unique to health care, there are also several general industry clerical and service jobs in health care.



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- Why Work in Healthcare?
  - Demand for healthcare services will continue to increase.
  - “Baby Boomers” are just entering the high consumption years for health care services.
  - Technological advances can improve the length and quality of life of senior citizens
  - Very few lay-offs as compared to other industries.



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- Challenges for the Healthcare industry
  - Highly regulated: JCAHO, IDPH, HIPAA, etc.
  - Single largest purchaser of “product”-the government-sets the price they will pay.
  - Shortages of qualified personnel



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- Healthcare Settings
  - Hospitals
  - Nursing homes
  - Ambulatory Care Centers
  - Doctor's offices
  - Hospices
  - Schools/industrial clinics



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- Entry-level jobs
  - **File Clerk**-Files correspondence, invoices, records and other business documents in a prescribed manner and file, based on the policies and procedures of the department. Locates and retrieves requested information. Performs other clerical duties as assigned.
  - **Current Vacancy Rate:** 3.8%
  - **Current starting salary:** \$8.03/hr.





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- Entry level jobs
  - **Food Service Worker-** Duties may include collecting, washing and stacking dishes; cleaning dining areas, assisting in preparation of patient food trays and delivery of patient food trays to patient care areas.
  - **Current Vacancy rate:** 3.9%
  - **Current starting salary:** \$7.81 per hour



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- Entry level jobs
  - **Housekeeping/ Environmental Services**-cleans and services rooms, bathrooms, laboratories, hallways, offices and public areas. Cleans, mops and waxes floors.
  - **Current Vacancy rate:** 3.2 %
  - **Current starting salary:** \$7.99 per hour



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- Entry level jobs
  - **Laboratory Assistant**-cleans and sterilizes equipment and instruments, collects specimens from various departments in the hospital, delivers supplies, conducts routine laboratory tests under close supervision.



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- Entry level jobs
  - **Medical Transcriptionist**-transcribes, edits, and types physicians' dictated notes of patients medical procedures and treatment. Good clerical skills and medical terminology a must. Additional training required after high school.
  - **Current vacancy rate**- 6.3%
  - **Current starting salary**: \$11.59 per hour



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- Entry level jobs
  - **Nursing Assistant**-works under the direct supervision of the nursing staff providing a variety of patient care services. Duties may include assistance with feeding, personal hygiene, as well as taking and recording of various vital signs (temperature, blood pressure, pulse). Training beyond high school required. Certifying examination administered by the Illinois Department of Public Health.



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- Entry level jobs
  - Nursing Assistant (continued)
  - **Current vacancy rate: 8.7%**
  - **Current starting salary: \$9.07 per hour**



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- Entry level jobs
  - **Phlebotomist**-under general supervision of trained laboratory personnel, obtains blood specimens needed for laboratory tests. Verifies and enters patient identification on specimen labels. Transports and delivers lab specimens to specialized laboratory areas. Training beyond high school required.
  - **Current vacancy rate:** 4.9%
  - **Current starting salary:** \$9.93 per hour



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- Entry level jobs
  - **Medical Secretary**-performs general secretarial and word processing duties. In most instances, knowledge of medical terminology is required. Training beyond high school, specifically as it relates to medical terminology and word processing/computer skills is required.
  - **Current vacancy rate:** 3.2%
  - **Current starting salary:** \$10.77 per hour





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- General Employment Information
  - Most, if not all healthcare employers require a post-offer, pre-employment drug screen
  - Most, if not all healthcare employers conduct criminal background investigations on all new employees



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- Drug Testing-applicants who do not successfully pass a drug screening test will no be eligible for employment.
- Once employed, employees can be subject to “for cause” drug testing also.



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- Job opportunities for ex-offenders
  - Criminal background checks-virtually all health care employers conduct criminal background investigations on potential new employees.
  - A criminal conviction is not an automatic bar to employment
  - In 2002, MCHC conducted more than 33,000 criminal background investigations for its members.



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- Job opportunities for ex-offenders (con't)
  - More than 1,500 of the individuals had (a) criminal conviction(s) in their background.
  - More than 80% of those individuals falsified that fact on their employment application.
  - The greater majority of them were not hired because of their criminal background but rather because they falsified that fact on their employment application.



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- Job opportunities for ex-offenders
  - **Healthcare Worker Background Check Act**-“no healthcare facility shall knowingly employ or retain any individual in a position with duties involving ***direct patient care*** for patients if that person has been convicted of committing or attempting to commit one or more of the offenses listed in the Act unless the applicant, employee or employer obtains a waiver”



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- Job opportunities for ex-offenders (con't)
  - “direct patient care” means the **provision of nursing care or assistance** with feeding, dressing, movement, bathing or other personal needs.
  - a waiver may be granted by the Waiver Committee of the Illinois Department of Public Health. Mitigating circumstances considered by the Committee include:



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- Job opportunities for ex-offenders (con't)
  - IDPH Waiver Committee (con't)
    - age of the individual when crime committed;
    - circumstances surrounding the crime;
    - length of time since the conviction;
    - individual's criminal history since the conviction;
    - individual's work history;
    - individual's current employment references;
    - individual's character references;
    - other pertinent information.



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- **Nurse Aide Registry**-when a potential employer makes a conditional offer of employment to an applicant for a position with duties that involves direct patient care for patients, the employer shall inquire of the Nurse Aide Registry as to the status of the applicant's criminal history record check. If no check has been completed in the past 12 months, the employer must initiate a background check.





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Q&A



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- To learn more...
  - [www.mchc.org](http://www.mchc.org)
  - [www.rehabchicago.org](http://www.rehabchicago.org)
  - [www.rush.edu](http://www.rush.edu)
  - [www.cath-health.org](http://www.cath-health.org)
  - [www.westsub.com](http://www.westsub.com)
  - [www.ilworkforce.org/SLEP.htm](http://www.ilworkforce.org/SLEP.htm)