



## FEATHER RIVER TRIBAL HEALTH, INC.

*Sponsoring Tribes: Berry Creek Rancheria, Mooretown Rancheria & Enterprise Rancheria*

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OROVILLE CLINIC  
2145 5<sup>th</sup> Avenue  
Oroville CA 95965  
(530) 534-5394

YUBA CITY CLINIC  
555 West Onstott Road  
Yuba City CA 95993  
(530) 751-8454

# **JOB ANNOUNCEMENT**

Our organization is pleased to announce the following job opening. Contact our Administration department at 2145 5<sup>th</sup> Avenue for a job description and application (completed application is required). For additional information call the Personnel Department at: (530) 534-5394. <http://www.frth.org/jobs>

**JOB TITLE: Medical Assistant/Scribe (Per Diem)**

**SUMMARY:** As a member of the health care team, the Medical Assistant operates under the supervision of the Medical Clinic Coordinator as it relates to Administrative issues and under the Physician for clinical issues for the patients of FRTH within the scope of duties described in Title 16, California Administrative Code, Chapter 13, paragraph 1366.

**QUALIFICATIONS:**

1. High school diploma or equivalent.
2. Graduate from approved program for Medical Assistants.
3. Preferably, two (2) years experience as a Medical Assistant in a doctor's office or ambulatory medical clinic.
4. Current CPR certification.
5. At least two (2) years experience with an electronic health record program.
6. Past medical, pharmacy, laboratory or medical records experience.
7. Computer skills and typing ability sufficient to input data and prepare program reports.

**DEPARTMENT:** Nursing

**LOCATION:** Oroville Clinic

**GRADE LEVEL:** 5

**DATE POSTED:** 11/19/2018

**CLOSING DATE:** 11/28/2018

**PLEASE NOTE:** Indian Preference applies if proof is attached to your application.