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Patient Care Technician (PCT)

WellNow Urgent Care  ★★★★★ 714 reviews 2496 Dekalb Ave, Sycamore, IL 60178

\$21 an hour - Full-time

WellNow Urgent Care



★★★★☆ 714 reviews

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**Job**

Company

Job details

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Pay

\$21 an hour

Job Type

Full-time

Shift and Schedule

Rotating weekends

Day shift

Monday to Friday

3x12

Benefits

Pulled from the full job description

- Continuing education credits

Full job description

WellNow Urgent Care takes pride in creating an environment filled with meaningful work and opportunities by investing in our colleagues. We offer competitive salaries and a comprehensive benefits package which includes numerous continuing education options. WellNow has over 180+ locations across New York, Illinois, Indiana, Ohio, Michigan, Pennsylvania, Wisconsin, and we are continuing to grow! That means our colleagues can transfer facilities in any of the markets we serve. We are committed to offering our patients the best care by adding talented healthcare professionals

Responsibilities:

- 0-25% Travel Requirement.
- Responsible for taking patient history and obtain vital signs
- Perform basic testing or screenings such as: vision, audio, urine drug screens, breath alcohol, EKGs, pulmonary function testing
- Perform necessary phlebotomy for collection of laboratory samples
- Accurately complete corresponding paperwork/computer work for lab tests ordered on blood, urine, tissue and culture samples
- Perform point of care testing such as: strep, mono, glucose, influenza, Urine pregnancy, Urinalysis, blood glucose levels
- Insure sterile technique, instrument cleaning and sterilization, proper use of the autoclave
- Schedule and coordinate necessary records for ancillary care for patients
- Assist providers with exams and testing (pelvic exams, eye irrigations and ear irrigations, I & D's and splinting/ortho-glass preparation
- Maintain confidentiality with all patient information (HIPAA)
- Ensures equipment is in working order
- Logs laboratory procedures when completed, processes related paperwork using computer equipment as directed
- Maintains examination rooms and stocks necessary medical supplies
- Performs duties to ensure good patient flow
- Registration duties: explain to patients what insurances that are accepted and those that are out of network as well knowledgeable of all pricing - Properly collect and record payments, complete registration screen in a timely manner
- Accompanies the provider to the bedside
- Accurately and thoroughly documents the patient medical history, physical exam, and procedures
- Completes transcription as requested
- Performs tasks to improve provider efficiency during the course of a shift
- Greets and registers patients
- Answers and appropriately triages phone calls
- Takes payments for visits
- Printing, scanning, and faxing reports
- Other front desk and cleaning responsibilities as assigned.

Minimum Education and Experience:

- High School Degree or equivalent
- Ability to identify equipment problems and correcting or notifying team leader
- Ability to apply written instructions and standardized work practices
- Ability to establish and maintain effective relationships with staff, patients, and families
- Able to withstand physical & mental demands: standing, walking, stooping, and bending. Requires ability to move equipment and transfer patients.
- Computer knowledge and skills, must be able to register patients on the computer in a timely manner
- Up-to-date on injections, and provide documentation, as per OSHA guidelines

- Ability to complete and maintain CPR certification
- Excellent listening and note-taking skills
- Ability to apply written instructions and standardize work practices
- Basic computer skills, including the use of Electronic Medical Records (EMR)
- Demonstrated ability to type at least 45 words per minute
- Strong communication skills, including grammatical, spelling and verbal
- Detail-oriented with proven ability to work effectively under conditions requiring accuracy
- Capable of working well on a team
- Friendly and customer service oriented
- Ability to manage high call volume
- Ability to sit, stand, walk, use hands to finger, grasp, handle or feel, reach, stoop, kneel, crouch, or bend, climb, talk, hear, and perform repetitive motions of hands and/or wrists.
- Requires some physical work; lifting, pushing, or pulling required of objects up to 50 pounds.
- Close mental and visual attention required for planning or directing fairly complex work methods or operations that obtain size, shape, or physical qualities of product.

Job Type: Full-time

Pay: \$21.00 per hour

Standard shift:

- Day shift

Weekly schedule:

- 3x12
- Monday to Friday
- Rotating weekends

Ability to commute/relocate:

- Sycamore, IL 60178: Reliably commute or planning to relocate before starting work (Required)

Experience:

- Experience administering injections: 1 year (Required)

Work Location: In person

If you require alternative methods of application or screening, you must approach the employer directly to request this as Indeed is not responsible for the employer's application process.

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