

The **POWER** of **ONE**

Patient • Person • Team • Ochsner

Medical Assistant Training Program

Medical Assistants provide direct patient care under the supervision of a licensed healthcare provider. Duties include scheduling and receiving patients, preparing and maintaining medical records, serving as a liaison between physicians and other healthcare professionals, taking patient histories and vital signs, collecting and processing specimens, assisting the licensed healthcare provider with examinations and treatments. Medical Assistants are trained to operate various equipment, screen patients, recognize and respond to emergencies.

About the Program



Comprehensive 6-month program; Instructor-led, Lab Practicum and Supervised Clinical Activities



Coursework and Instruction provided in partnership with Louisiana Delta Community College. Students will receive hands-on training through Ochsner clinical rotations in a wide range of departments



Tuition-free program for eligible candidates



After successfully completing the program and hiring requirements, participants will be interviewed for placement into a Medical Assistant position at one of Ochsner's neighborhood health clinics

Eligibility Requirements

- Pass a drug screen
- Pass a background check
- High school diploma or equivalent
- Must be 18 years or older

How to Apply

External Candidates

1. Go to www.ochsner.org/careers
2. Click "External Candidates" under Apply
3. Search "REQ_00082792 "
4. Click on the job title
5. Click "Apply"

For any questions about the program, please email workforce@ochsner.org

Next Steps (after the Information Session):

Applications will be available at the following locations from:
December 17th –December 22nd

**24 Accent Drive, Suite 151
Monroe, LA 71202**

What you need to apply (all names must match):

- Current and valid Louisiana driver's license or Louisiana Picture I.D. for ALL household members over 18 years
- Proof of Ouachita Parish area residence (Current Lease or utility bill dated within 30 days)
- Proof of graduation from high school or equivalent
- Social Security for ALL members of the household (card or other valid government document)
- Proof of income for ALL members of the household may consist of one or more of the following (all current and/or dated within the last 30 days):
 - 4 Most recent consecutive check stubs
 - 2019 tax return and schedules for Self-Employed household members
 - Unemployment Benefits
 - Workers Compensation Benefits
 - Alimony
 - Railroad Retirement
 - Veterans Benefits
 - Private Pensions (Must show gross amount)
 - Government Employee Pensions (Must show gross amount)
 - Social Security and/or SSI Award Letters (2020 ALL PAGES)
 - Bank statement may be used for SSA and/or SSI income ONLY
 - Current EBT (food stamps) Print out
- Be 18 years or older
- Be able to pass a drug screen, physical, and criminal background check
- High school diploma or equivalent
- Dress appropriately (business casual) when attending pre-screening at the Ouachita Parish American Job Center. This means no jeans, tennis shoes, t-shirts, miniskirts, mini dresses, visible tattoos, or excess jewelry/piercings.

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