

Career Path Services' **free** CareerWork\$ Medical program prepares job seekers for entry-level, non-clinical positions as a first step to career success in the healthcare industry. Our free training meets the growing demand for healthcare positions, better positions graduates for job retention and benefits, and leads to a direct hiring event at conclusion of the course. We offer **4 cohorts** per year.



## 8 WEEKS

Industry-specific job training

**Hybrid class schedule: Tu, Weds, Fri from 9:30 am - 3:00 pm**  
 Class alternates between in-person sessions and Zoom  
 In-person sessions are at the North Seattle Church  
 2150 N 122nd Street, Seattle | near transit  
 Co-enrollment in BFET available for laptop, transit, childcare

Front-line patient service focus • Job placement assistance • Ongoing coaching and mentoring assistance

### Learning objectives & curriculum

Participants benefit from learning role-specific skills and discipline for a lasting career. Program instructors, healthcare recruiters and executives collaborate to deliver a unique training experience for success in patient-facing roles.



#### Workplace Professionalism & Patient Experience

- Communication Styles
- Effective Listening
- Problem Solving
- Ethical Behavior
- Diversity, Equity and Inclusion
- Empathy
- Identifying Patient Needs

#### Partner Participation

- Classroom Presentations
- Graduation/Hiring Event
- Advisory Committee
- Curriculum Overview & Design

#### Healthcare Fundamentals

- History of Healthcare
- Types of Organizations
- Culture of Safety
- HIPAA
- Confidentiality
- Infection Prevention
- Basic Medical Terminology
- Emergency Codes
- Metrics & Surveys
- Regulatory Agencies & Financing
- COVID Protocols
- Continuum of Care
- Sensitive Situations
- Opioid Epidemic

#### Transition to a New Career

- Building Your Résumé
- Writing A Cover Letter
- Applying for Jobs
- 30 Second Commercial
- Online Assessments
- Successful Interviewing
- Expectations on the Job

#### Graduation & Hiring Event

- Partner Networking Event
- Student Introductions
- Job Fair & Interview Opportunity
- 1 Year+ Career Support Follow-up

### CareerWork\$ Medical Staff & Partners:

#### Career Path Services Staff:

- Lise Niggemyer*, Program Instructor  
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- Susan Goodwin*, Career Navigator  
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#### Employer & Community Partners:



#### Connect online:



[www.dignifiedwork.org/careerworksmedical](http://www.dignifiedwork.org/careerworksmedical)