

# Medical Support

**I**ndividuals working in this field provide medical support to other health professionals by preparing for and assisting with medical procedures.

**Careers within this section include:**

- **Medical Assistant**
- **Surgical Technologist**

# Medical Assistant



## To be a successful Medical Assistant you should

- **Have good social and communication skills**
- **Have good clerical skills**
- **Be a caring person and have a strong desire to help people**
- **Be a team player**
- **Pay close attention to detail**



## What would I do?

Medical Assistants perform both clinical and administrative tasks in a physician's office. Clinical duties may include taking vital signs, assisting the physician with patient exams and minor surgeries, giving injections, administering EKGs, drawing blood, and preparing lab specimens for processing. Administrative duties include scheduling appointments, processing insurance claims, calling in prescriptions, transcribing medical documents, updating patient records, and arranging hospital admissions and laboratory services. Medical Assistants work under the direction of a doctor.

## Where would I work?

Medical Assistants work in ambulatory care settings. These settings include primarily physicians' offices and clinics, and may also include hospitals. Medical Assistants are found in most health care specialties.

## What would I earn?

\$22,776–\$27,976

## What do I need to know?

After completing high school, Medical Assistants may complete a formal training program lasting from one to two years. Programs may award certificates as well as diplomas and associate degrees. Certification is not necessarily required for entry-level positions.

## What schools can I attend?

Health Career Training Associates  
60 Rogers Street  
Manchester, NH 03103  
(603) 622-8400  
[www.hcta.net](http://www.hcta.net)

Hesser College  
3 Sundial Avenue  
Manchester, NH 03103  
(603) 668-6660  
[www.hesser.edu](http://www.hesser.edu)

McIntosh College  
23 Cataract Avenue  
Dover, NH 03820  
(603) 742-1234  
(800) 624-6867  
[www.mcintosh.dover.nh.us](http://www.mcintosh.dover.nh.us)

New Hampshire Community Technical  
College-Clairemont  
One College Drive  
Clairemont, NH 03743  
(603) 542-7744  
(800) 837-0658  
[www.claremont.nhctc.edu](http://www.claremont.nhctc.edu)

New Hampshire Community Technical  
College-Manchester  
1066 Front Street  
Manchester, NH 03102  
(603) 668-6706  
(800) 924-3445  
[www.manchester.nhctc.edu](http://www.manchester.nhctc.edu)

Please contact your guidance office or career counselor for more information.

## **Where can I find more information?**

American Association of Medical Assistants  
20 N. Wacker Drive, Suite 1575  
Chicago, IL 60606  
(312) 899-1500  
[www.aama-ntl.org](http://www.aama-ntl.org)

American Medical Technologists  
710 Higgins Road  
Park Ridge, IL 60068  
(847) 823-5169  
(800) 275-1268  
[www.amt1.com](http://www.amt1.com)



# Surgical Technologist



**To be a successful Surgical Technologist you should**

- **Be able to make decisions quickly**
- **Be able to remain calm and work efficiently in challenging and high stress situations**
- **Be able to remain focused while working on several different tasks**



## What would I do?

Surgical Technologists assist surgical teams before, during, and after surgery. Prior to surgery, Surgical Technologists prepare the operating room with all necessary equipment and instrumentation needed for a given procedure. They gown and glove the surgeons, provide sterile sheets for the patients, and assist in positioning the patient on the operating room bed. During surgery, Surgical Technologists pass instruments to the surgeon. They operate lights, suction machines, and other diagnostic equipment. After surgery, they may help transport patients to recovery or help clean and restock the operating room.

Surgical Technologists may specialize in specific surgical procedures such as open heart surgery, neurosurgery, organ transplantation, plastic surgery, or orthopedic surgery.

## Where would I work?

Most Surgical Technologists work in hospitals; some work in physicians' offices or for day surgery centers. Surgical Technologists may be required to be on call for emergencies.

## What would I earn?

\$27,720–\$34,882

## What do I need to know?

Surgical Technologists complete a formal program lasting from nine months to two years, resulting in either a diploma, a certificate, or an associate's degree. Shorter programs are for Licensed Practical Nurses.

## What schools can I attend?

Concord Hospital  
250 Pleasant Street  
Concord, NH 03301  
(603) 225-2711  
[www.concordhospital.org](http://www.concordhospital.org)

New Hampshire Community Technical College-Stratham  
277 Portsmouth Avenue  
Stratham, NH 03885  
(603) 772-1194  
(800) 522-1194  
[www.stratham.nhctc.us](http://www.stratham.nhctc.us)

Please contact your guidance office or career counselor for more information.

## Where can I find more information?

Association of Surgical Technologists  
7108-C South Alton Way  
Centennial, CO 80112  
(303) 694-9130  
[www.ast.org](http://www.ast.org)