PCA PERSONAL CARE ASSISTANT
PERSONAL CARE AIDE, BASIC CARE AIDE (BCA), CAREGIVER, RESIDENT CARE ASSISTANT (RCA), DIRECT SUPPORT PROFESSIONAL

JOB DESCRIPTION
Assist older adults or persons with disabilities with daily living activities at the person’s home or in a care facility. Duties performed at a place of residence may include keeping house (making beds, doing laundry, washing dishes) and preparing meals. May provide assistance at non-residential care facilities. Follow the care directions from providers and family members to assist the older adults, and persons with disabilities regarding such things as nutrition, cleanliness, and household activities.

EDUCATION REQUIREMENTS
- On the job training

JOB TASKS
- Administer basic health care or medical treatments
- Document client health or progress
- Maintain client information or service records
- Monitor health or behavior of people or animals

NORTHEAST MINNESOTA DEMAND & WAGES

<table>
<thead>
<tr>
<th>Wage Range Per Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
</tr>
<tr>
<td>$</td>
</tr>
</tbody>
</table>

15.8% 10 yr growth increase

HIGH DEMAND

REQUIREMENTS

<table>
<thead>
<tr>
<th>KNOWLEDGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medications</td>
</tr>
<tr>
<td>Public health</td>
</tr>
<tr>
<td>Nursing</td>
</tr>
<tr>
<td>Infection control</td>
</tr>
<tr>
<td>Health</td>
</tr>
<tr>
<td>Medicine and Dentistry</td>
</tr>
<tr>
<td>Business</td>
</tr>
<tr>
<td>Customer service</td>
</tr>
<tr>
<td>Math &amp; Science</td>
</tr>
<tr>
<td>Psychology</td>
</tr>
<tr>
<td>Arts and Humanities</td>
</tr>
<tr>
<td>English Language reading and comprehension</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SKILLS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Skills</td>
</tr>
<tr>
<td>Listening to others, not interrupting, and asking good questions</td>
</tr>
<tr>
<td>Talking to others</td>
</tr>
<tr>
<td>Social</td>
</tr>
<tr>
<td>Looking for ways to help people</td>
</tr>
<tr>
<td>Compassion</td>
</tr>
<tr>
<td>Utilize active listening</td>
</tr>
<tr>
<td>Collaboration</td>
</tr>
<tr>
<td>Understanding people’s reactions and responding empathetically</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>ABILITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Verbal</td>
</tr>
<tr>
<td>Understand verbal and non-verbal communication</td>
</tr>
<tr>
<td>Communicate by speaking</td>
</tr>
<tr>
<td>Ideas and Logic</td>
</tr>
<tr>
<td>Situational awareness</td>
</tr>
<tr>
<td>Ability to report problems and issues as necessary</td>
</tr>
<tr>
<td>Attention</td>
</tr>
<tr>
<td>Ability to be in-tune with patients’ needs</td>
</tr>
<tr>
<td>Ability to comply with rules and regulations</td>
</tr>
<tr>
<td>Visual Understanding</td>
</tr>
<tr>
<td>Communicating by writing, reading and understanding what is written</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PERSONALITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>People interested in this work like activities that include helping people, teaching, and talking</td>
</tr>
<tr>
<td>They do well at jobs that need:</td>
</tr>
<tr>
<td>Dependability</td>
</tr>
<tr>
<td>Integrity</td>
</tr>
<tr>
<td>Concern for Others</td>
</tr>
<tr>
<td>Teamwork</td>
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<tr>
<td>Self-Control</td>
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<tr>
<td>Patience</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>TECHNOLOGY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Software</td>
</tr>
<tr>
<td>Electronic medical records systems</td>
</tr>
<tr>
<td>Development Environment Software</td>
</tr>
<tr>
<td>Data entry software, Financial and Office Suite products knowledge, email systems, video conferencing systems</td>
</tr>
</tbody>
</table>

More Career Information: mn.gov/deed/data/data-tools/career-education-explorer and mynextmove.org
**NURSING ASSISTANT**

**GERIATRIC NURSING ASSISTANT (GNA), LICENSED NURSING ASSISTANT (LNA), NURSES’ AIDE, NURSING AIDE, STATE TESTED NURSING ASSISTANT (STNA), CERTIFIED NURSING ASSISTANT (CNA), CERTIFIED NURSE’S AIDE (CNA), CERTIFIED NURSE AIDE (CNA), CERTIFIED MEDICATION AIDE (CMA), HOME HEALTH AIDE, HOME ATTENDANT, IN-HOME CAREGIVER, CAREGIVER, HOME CARE AIDE, HOSPICE AID, NURSING ASSISTANT REGISTERED (NAR), NURSING ASSISTANT, RESIDENT ASSISTANT**

**JOB DESCRIPTION**

Provide basic patient care under direction of nursing staff. Perform duties such as feed, bathe, dress, groom, move patients, or change linens. May transfer or transport patients. Includes nursing care attendants, nursing aides, and nursing attendants.

**JOB TASKS**

- Adjust positions of patients on beds or tables
- Assist patients with daily activities
- Record vital statistics or other health information
- Report changes of physical and/or mental conditions of patients to aid in diagnosis or treatment
- Monitor patients to detect health problems

**EDUCATION REQUIREMENTS**

- Certification

**NORTHEAST MINNESOTA EDUCATION PROVIDERS**

- Rainy River Community College
- Lake Superior College (LSC)
- Pine Technical and Community College
- Hibbing Community College
- Fond du Lac Tribal and Community College
- Wisconsin Indianhead Technical College (WITC)
- College of St. Scholastica (CSS)

**NORTHEAST MINNESOTA DEMAND & WAGES**

<table>
<thead>
<tr>
<th>WAGE RANGE PER HOUR</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 20 30 40 50 60 70 80 90 100</td>
</tr>
</tbody>
</table>

**HIGH DEMAND**

- 6.5% 10 YR GROWTH PROJECT
- NE Minnesota average

**REQUIREMENTS**

**KNOWLEDGE**

- Health
  - Medicine and dentistry
- Business
  - Customer service
- Arts and Humanities
  - Math, Psychology
  - English Language reading and comprehension

**SKILLS**

- Basic Skills
  - Listening to others, not interrupting
  - Asking good questions, medication reminders, vital signs, execution of care plans, bathing
- Social
  - Listening
  - Compassion
  - Collaboration
- Problem Solving
  - Keeping track of how well people and/or groups are doing in order to make improvements, noticing when problems happen and coming up with solutions based on available information

**ABILITIES**

- Communication
  - Verbal
    - Understand verbal and non-verbal communication
  - Ideas and Logic
    - Situational awareness
  - Attention
    - Ability to be in-tune with patients’ needs
  - Visual Understanding
    - Communicating by writing, reading and understanding what is written

**PERSONALITY**

- People interested in this work like activities that include connecting with others, helping people, teaching, and talking
- They do well at jobs that need:
  - Empathy
  - Dependability
  - Teamwork
  - Patience
  - Self Control
  - Attention to Detail
  - Dedication
  - Compassion

**TECHNOLOGY**

- Medical Software
  - Electronic medical records systems
- Office Software
  - Data entry software, financial and Office Suite products knowledge, email systems, video conferencing systems

**More Career Information:** mn.gov/deed/data/data-tools/career-education-explorer and mynextmove.org
MEDICAL ASSISTANT

JOB DESCRIPTION
Perform administrative and certain clinical duties under the direction of a physician. Administrative duties may include scheduling appointments, maintaining medical records, billing, and coding information for insurance purposes. Participate in safety control and provide support service within clinic. Clinical duties may include taking and recording vital signs and medical histories, preparing patients for examination, drawing blood, and administering medications as directed by physician. Licensing or registration required.

JOB TASKS
- Record vital statistics or other health information
- Clean patient rooms or patient treatment rooms
- Assess physical conditions of patients to aid in diagnosis or treatment
- Interview patients to gather medical information
- Prepare patient treatment areas for use

EDUCATION REQUIREMENTS
- Certification
- On the Job Training
- Associate’s Degree

NORTHEAST MINNESOTA EDUCATION PROVIDERS
- Lake Superior College (LSC)
- Fond du Lac Tribal and Community College
- Rainy River Community College

NORTHEAST MINNESOTA DEMAND & WAGES

REQUIREMENTS

<table>
<thead>
<tr>
<th>KNOWLEDGE</th>
<th>SKILLS</th>
<th>ABILITIES</th>
<th>PERSONALITY</th>
<th>TECHNOLOGY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health</td>
<td>Basic skills</td>
<td>Verbal</td>
<td>Like helping people,</td>
<td>Medical Software</td>
</tr>
<tr>
<td>Medicine, dentistry</td>
<td>Multi-tasking, working in a fast paced environment and staying organized, listening, asking good questions, and communicating with others</td>
<td>Strong oral communication, listening and comprehension</td>
<td>teaching, and talking, strong attention to detail, dependability, integrity, cooperation, self-control, and stress tolerance</td>
<td>Epic Systems, MEDITECH software</td>
</tr>
<tr>
<td>Business</td>
<td>Social</td>
<td>Attention</td>
<td>Electronic Mail Software</td>
<td>IBM notes, Microsoft Outlook</td>
</tr>
<tr>
<td>Customer service, knowledge of administrative and clerical procedures and systems such as word processing, managing files and records, stenography and transcription, designing forms, and other office procedures and terminology</td>
<td>Understanding people’s reactions and looking to help others, ability to work as a team</td>
<td>Ability to multi-task Visual Understanding Detail-oriented, quickly comparing groups of letters, numbers or pictures</td>
<td>Data Base User Interface and Query Software</td>
<td>Data entry software Microsoft Access</td>
</tr>
<tr>
<td>Arts and Humanities</td>
<td>Problem Solving</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>English language, reading comprehension</td>
<td>Keeping track of how well people and/or groups are doing in order to make improvements, noticing when problems happen and ready to solve them quickly</td>
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</tr>
</tbody>
</table>

WAGE RANGE PER HOUR

3.5% 10 yr growth increase

NE Minnesota average

More Career Information: mn.gov/deed/data/data-tools/career-education-explorer and mynextmove.org
**LPN LICENSED PRACTICAL NURSE**

**JOB DESCRIPTION**
Care for ill, injured, or convalescing patients or persons with disabilities in hospitals, nursing homes, clinics, private homes, group homes, and similar institutions. May work under the supervision of a registered nurse. Licensing required.

**EDUCATION REQUIREMENTS**
- Certification
- On the Job Training
- Associate's Degree

**JOB TASKS**
- Record patient medical histories
- Monitor patient conditions during treatments, procedures, or activities
- Administer basic health care or medical treatments
- Measure the physical or physiological attributes of patients
- Apply bandages, dressings, or splints

**NORTHEAST MINNESOTA EDUCATION PROVIDERS**
- Lake Superior College (LSC)
- Fond du Lac Tribal and Community College
- Rainy River Community College
- Mesabi Range College
- Itasca Community College
- Wisconsin Indianhead Technical College (WITC)

**REQUIREMENTS**

<table>
<thead>
<tr>
<th>KNOWLEDGE</th>
<th>SKILLS</th>
<th>ABILITIES</th>
<th>PERSONALITY</th>
<th>TECHNOLOGY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health</td>
<td>Basic Skills</td>
<td>Verbal</td>
<td>People interested in this work like activities that include helping people, teaching, and talking. They do well at jobs that need attention to detail, dependability, integrity, self-control, stress tolerance, and concern for others.</td>
<td>Medical Software</td>
</tr>
<tr>
<td>Medicine, dentistry, psychology, therapy, and counseling</td>
<td>Managing your time and the time of other people, reading work-related information, looking to help people</td>
<td>Communicate by speaking, listening and understanding what people say</td>
<td>Epic Systems, MEDITECH software</td>
<td></td>
</tr>
<tr>
<td>Business</td>
<td>Social</td>
<td>Ideas and Logic</td>
<td>Ideas and Logic</td>
<td>Electronic Mail Software</td>
</tr>
<tr>
<td>Customer and personal service, management</td>
<td>Listening to others, and asking good questions, understanding people's reactions</td>
<td>Notice when problems happen, use rules to solve problems</td>
<td>IBM notes, Microsoft Outlook</td>
<td></td>
</tr>
<tr>
<td>Arts and Humanities</td>
<td>Problem Solving</td>
<td>Attention</td>
<td>Data Base User Interface</td>
<td>Data entry software, Microsoft Access</td>
</tr>
<tr>
<td>English Language</td>
<td>Changing what is done based on other people's actions, keeping track of how well people are doing in order to make improvements</td>
<td>Ability to multi-task, avoid distraction</td>
<td>and Query Software</td>
<td></td>
</tr>
<tr>
<td>Verbal Communication by speaking, listening and understanding what people say</td>
<td>Hand and Finger Use</td>
<td>Keeping your arms and hands steady</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NORTHEAST MINNESOTA DEMAND & WAGES**
- **6.8%**
- High Demand
- WAGE RANGE PER HOUR
  - 10
  - 20
  - 30
  - 40
  - 50
  - 60
  - 70
  - 80
  - 90
  - 100

**More Career Information:** [mn.gov/deed/data/data-tools/career-education-explorer](http://mn.gov/deed/data/data-tools/career-education-explorer) and [mynextmove.org](http://mynextmove.org)
RN REGISTERED NURSE
CHARGE NURSE, STAFF NURSE

JOB DESCRIPTION
Assess patient health problems and needs, develop and implement nursing care plans, and maintain medical records. Manage/coordinate information between the patient, family, and healthcare team members and provide for education of patients' families and staff and evaluates outcomes. Administer nursing care to ill, injured, convalescent, or disabled patients. May advise patients on health maintenance and disease or prevention or provide case management. Licensing or registration required.

JOB TASKS
- Identify patient’s age-specific needs and alter care plans as necessary to meet those needs
- Evaluate patient’s vital signs or laboratory data to determine emergency intervention needs
- Identify patients who are at risk of complications due to nutritional status
- Assess patient’s pain levels or sedation requirements
- Administer non-intravenous medications
- Inform medical professionals regarding patient conditions and care

EDUCATION REQUIREMENTS
- Certification
- Associate’s Degree
- Bachelor’s Degree
- Other: State Licensure Required

NORTHEAST MINNESOTA EDUCATION PROVIDERS
- Fond du Lac Tribal and Community College
- Wisconsin Indianhead Technical College (WITC)
- Hibbing Community College
- Lake Superior College (LSC)
- Pine Technical College
- College of St. Scholastica
- On-the-job Training (OJT) may also be available. Contact local employer or CareerForce for OJT options.

NORTHEAST MINNESOTA DEMAND & WAGES

12% 10 yr growth increase
10% Minnesota average

WAGE RANGE PER HOUR

<table>
<thead>
<tr>
<th>HEALTHCARE PROFESSIONAL</th>
<th>RN</th>
<th>REGISTERED NURSE</th>
<th>CHARGE NURSE, STAFF NURSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>KNOWLEDGE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Medicine, Dentistry, Therapy, and Counseling</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Customer Service, Computer Skills</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Math and Science</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Psychology, Arithmetic, Algebra, Geometry, Calculus, or Statistics</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arts and Humanities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>English Language</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SKILLS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic Skills</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Listening, asking good questions, and communicating with others</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Understanding people’s reactions, looking to help others</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Problem Solving</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Noticing a problem and figuring out the best way to solve it, teamwork and leadership, individual responsibility and accountability for decisions/outcomes</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>ABILITIES</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Verbal</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Communication by speaking, listening and understanding what people are saying</td>
<td></td>
<td></td>
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<tr>
<td>Ideas and Logic</td>
<td></td>
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<tr>
<td>Noticing when problems happen, making general rules or coming up with answers from lots of detailed information, applying critical thinking</td>
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<tr>
<td>Attention</td>
<td></td>
<td></td>
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<tr>
<td>Avoid distraction, able to multitask</td>
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<td></td>
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<tr>
<td>Visual Understanding</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Quickly comparing groups of letters, numbers or pictures</td>
<td></td>
<td></td>
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<tr>
<td>PERSONALITY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interested in helping people, teaching, and talking</td>
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<td></td>
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<tr>
<td>Attention to detail</td>
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<tr>
<td>Integrity</td>
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<td></td>
<td></td>
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<tr>
<td>Cooperation</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Empathy</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Dependability</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stress Tolerance</td>
<td></td>
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</tbody>
</table>

REQUIREMENTS

TECHNOLOGY
- Medical Software
  Epic Systems, MEDITECH software
- Electronic Mail Software
  IBM notes, Microsoft Outlook
- Data Base User Interface and Query Software
  Data entry software, Microsoft Access

More Career Information: mn.gov/deed/data/data-tools/career-education-explorer and mynextmove.org
NURSE PRACTITIONER

**JOB DESCRIPTION**

Diagnose treat acute, episodic, or chronic illness, independently or as part of a healthcare team. May focus on health promotion and disease prevention. May order, perform or interpret diagnostic tests such as lab work and x rays. May prescribe medication. Must be registered nurses who have specialized graduate education.

**EDUCATION REQUIREMENTS**

- Master’s Degree
- Certifications

**JOB TASKS**

- Analyze test data or images to inform diagnosis or treatment
- Treat acute illnesses, infections, or injuries
- Diagnose medical conditions
- Prescribe medications
- Prescribe treatments or therapies

**NORTHEAST MINNESOTA EDUCATION PROVIDERS**

- College of St. Scholastica

**NORTHEAST MINNESOTA DEMAND & WAGES**

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<tr>
<th>WAGE RANGE PER HOUR</th>
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<tbody>
<tr>
<td>10</td>
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**REQUIREMENTS**

<table>
<thead>
<tr>
<th>KNOWLEDGE</th>
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<th>PERSONALITY</th>
<th>TECHNOLOGY</th>
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</thead>
<tbody>
<tr>
<td>Health</td>
<td>Basic Skills</td>
<td>Verbal</td>
<td>People interested in this work like activities that include helping people, teaching, and talking.</td>
<td>Medical Software</td>
</tr>
<tr>
<td>Medicine, dentistry, therapy, counseling, nursing</td>
<td>Figuring out how to use new ideas or things</td>
<td>Understand verbal and non-verbal communication</td>
<td>They do well at jobs that need:</td>
<td></td>
</tr>
<tr>
<td>Business</td>
<td>Listening to others, not interrupting, and asking good questions</td>
<td>Ideas and Logic</td>
<td>Integrity</td>
<td></td>
</tr>
<tr>
<td>Customer service</td>
<td>Social</td>
<td>Situational awareness</td>
<td>Dependability</td>
<td></td>
</tr>
<tr>
<td>Math and Science</td>
<td>Looking for ways to help people</td>
<td>Ability to report problems and issues as necessary</td>
<td>Concern for Others</td>
<td></td>
</tr>
<tr>
<td>Psychology and Biology</td>
<td>Compassion</td>
<td>Attention</td>
<td>Attention to Detail</td>
<td></td>
</tr>
<tr>
<td>Arts and Humanities</td>
<td>Utilize active listening</td>
<td>able to be in-tune with patients’ needs</td>
<td>Cooperation</td>
<td></td>
</tr>
<tr>
<td>English language, reading and comprehension, philosophy, and religion</td>
<td>Collaboration</td>
<td>Ability to comply with rules and regulations</td>
<td>Self-Control</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Understanding peoples’ reactions and responding empathetically</td>
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**More Career Information:** [mn.gov/deed/data/data-tools/career-education-explorer](http://mn.gov/deed/data/data-tools/career-education-explorer) and [mynextmove.org](http://mynextmove.org)
**NURSE ANESTHETIST**
CERTIFIED REGISTERED NURSE ANESTHETIST (CRNA), REGISTERED NURSE ANESTHETIST, CERTIFIED REGISTERED NURSE

### JOB DESCRIPTION
Administer anesthesia, monitor patient’s vital signs, and oversee patient recovery from anesthesia. May assist anesthesiologists, surgeons, other physicians, or dentists. Must be registered nurses who have specialized graduate education. License required.

### JOB TASKS
- Implement advanced life support techniques
- Prepare medical supplies or equipment for use
- Select medical equipment for addressing patient needs
- Prepare medications or medical solutions
- Monitor patient conditions during treatments, procedures, or activities
- Prescribe medications
- Administer blood or other fluids intravenously
- Administer intravenous medications

### EDUCATION REQUIREMENTS
- Doctoral or Professional Degree

### NORTHEAST MINNESOTA EDUCATION PROVIDERS
- None

### NORTHEAST MINNESOTA DEMAND & WAGES

<table>
<thead>
<tr>
<th>Demographic</th>
<th>Wage Range Per Hour</th>
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<tbody>
<tr>
<td>High Demand</td>
<td>$30 - $40 per hour</td>
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</table>

### REQUIREMENTS

#### KNOWLEDGE
- **Health**
  - Medicine, dentistry, nursing, anesthesiology
- **Business**
  - Customer service
- **Math & Science**
  - Biology and Chemistry
- **Arts and Humanities**
  - English language, reading and comprehension

#### SKILLS
- **Basic Skills**
  - Reading work-related information
- **Social**
  - Teamwork oriented
  - Listening for ways to help people
  - Compassion
  - Utilize active listening
  - Collaboration
  - Understanding people’s reactions and responding empathetically
- **Problem Solving**
  - Noticing when problems happen and coming up with solutions based on available information

#### ABILITIES
- **Verbal**
  - Understand verbal and non-verbal communication
- **Ideas and Logic**
  - Situational awareness
  - Ability to identify and report problems and issues as necessary
- **Attention**
  - Excel under high stress situations
  - Multitasking
  - Ability to be in-tune with patients’ needs
  - Ability to comply with rules and regulations
- **Visual Understanding**
  - Quickly compare and analyze groups of data such as letters, numbers, pictures
  - Communicating by writing, reading, and understanding what is written

#### PERSONALITY
- People interested in this work like activities that include complex ideas, critical thinking, and problem solving
- They do well at jobs that need:
  - Attention to Detail
  - Stress Tolerance
  - Dependability
  - Integrity
  - Self-Control
  - Concern for Others

#### TECHNOLOGY
- **Medical Software**
  - Electronic medical records systems
- **Office Software**
  - Data entry software, financial and Office Suite products knowledge, email systems, video conferencing systems

More Career Information: [mn.gov/deed/data/data-tools/career-education-explorer](http://mn.gov/deed/data/data-tools/career-education-explorer) and [mynextmove.org](http://mynextmove.org)
# Nurse Midwife
Certified Nurse-Midwife, Clinical Site Coordinator and Supervisor, Staff Nurse Midwife, Senior Instructor, CNM

## JOB DESCRIPTION
Provide prenatal care and childbirth assistance.

## EDUCATION REQUIREMENTS
- Master's Degree
- Certifications

## JOB TASKS
- Treat medical emergencies
- Examine patients to assess general physical condition
- Measure the physical or physiological attributes of patients
- Explain medical procedures or test results to patients or family members
- Care for women during pregnancy and childbirth

## NORTHEAST MINNESOTA DEMAND & WAGES

<table>
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<th>WAGE RANGE PER HOUR</th>
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NORTHEAST MINNESOTA EDUCATION PROVIDERS
- None

## REQUIREMENTS

### KNOWLEDGE
- Health
  - Medicine, dentistry, therapy, and counseling
- Business
  - Customer service
- Math & Science
  - Biology and psychology
- Arts and Humanities
  - English language, reading and comprehension

### SKILLS
- Basic Skills
  - Listening to others, not interrupting, asking good questions, communication
- Social
  - Compassion
  - Collaboration
  - Understanding peoples’ reactions and responding empathetically
- Problem Solving
  - Noticing when problems happen and coming up with solutions based on available information

### ABILITIES
- Verbal
  - Understanding verbal and non-verbal communication
- Ideas and Logic
  - Situational awareness
  - Ability to report problems and issues as necessary
- Attention
  - Focus
  - Multitasking
  - Ability to be in-tune with patients’ needs
  - Ability to comply with rules and regulations
- Visual Understanding
  - Quickly compare and analyze groups of data such as letters, numbers, pictures
  - Communicating by writing, reading and understanding what is written

### PERSONALITY
- People interested in this work like activities that include helping people, teaching, and talking.
- They do well at jobs that need: Integrity, Concern for Others, Dependability, Stress Tolerance, Attention to Detail, Self-Control

### TECHNOLOGY
- Medical Software
  - Electronic medical records systems
- Office Software
  - Data entry software, financial and Office Suite products knowledge, email systems, video conferencing systems
RADIOLOGIC TECHNICIAN/ TECHNOLOGIST
RADIOLOGY TECHNICIAN, MRI TECHNICIAN, X-RAY TECHNICIAN, MAMMOGRAPHY TECHNICIAN

JOB DESCRIPTION
Maintain and use equipment and supplies necessary to demonstrate portions of the human body on x-ray film or fluoroscopic screen for diagnostic purposes.

EDUCATION REQUIREMENTS
- Certification
- Associate degree

JOB TASKS
- Adjust settings or positions of medical equipment
- Operate diagnostic imaging equipment
- Protect patients or staff members using safety equipment
- Prepare medical supplies or equipment for use
- Position patients for treatment or examination

NORTHEAST MINNESOTA EDUCATION PROVIDERS
- Lake Superior College (LSC)

NORTHEAST MINNESOTA DEMAND & WAGES

NORTHEAST MINNESOTA DEMAND & WAGES

14.9%
10-Year Growth Project
HIGH DEMAND

WAGE RANGE PER HOUR
10 20 30 40 50 60 70 80 90 100

REQUIREMENTS

KNOWLEDGE
Health
Medicine and dentistry
Radiology
Health Care
X-Rays
Radiation
Medical Imaging
Business
Customer Service
Math and Science
Physics
Arts and Humanities
English language reading and comprehension
Teaching

SKILLS
Basic Skills
Listening to others, not interrupting, and asking good questions

Social
Looking for ways to help people
Compassion
Utilize active listening
Collaboration
Understanding peoples’ reactions and responding empathetically

Problem Solving
Noticing when problems happen and coming up with solutions based on available information

ABILITY
Verbal
Understand verbal and non-verbal communication
Ideas and Logic
Situational awareness
Ability to report problems and issues as necessary
Order or arrange things
Attention
Arminhand stability
Finger dexterity
Focus
Multitasking
Ability to be in-tune with patients’ needs
Ability to comply with rules and regulations
Visual Understanding
Communicating by writing, reading and understanding what is written

PERSONALITY
People interested in this work like activities that include practical, hands-on problems and solutions.
They do well at jobs that need:
Integrity
Concern for Others
Attention to Detail
Dependability
Adaptability/Flexibility
Cooperation

TECHNOLOGY
Medical Software
Electronic medical records systems
Development Environment Software
Data entry software, financial and office suite products knowledge, email systems, video conferencing systems

MRI TECHNOLOGIST
Staff Technologist, Magnetic Resonance Imaging Quality Assurance Coordinator (MRI Quality Assurance Coordinator), Technologist, MRI Specialist, MRI Coordinator, MRI Technician

JOB DESCRIPTION
Operating Magnetic Resonance Imaging (MRI) scanners. Monitor patient safety and comfort, and view images of area being scanned to ensure quality of pictures. May administer gadolinium contrast dosage intravenously. May interview patient, explain MRI procedures, and position patient on examining table. May enter into the computer data such as patient history, anatomical area to be scanned, orientation specified, and position of entry.

JOB TASKS
- Operate diagnostic imaging equipment
- Create advanced digital images of patients using computer imaging systems
- Administer medical substances for imaging or other procedures
- Position patients for treatment or examination
- Collect medical information from patients, family members, or other medical professionals

EDUCATION REQUIREMENTS
- Associate degree
- Certifications

NORTHEAST MINNESOTA EDUCATION PROVIDERS
None

NORTHEAST MINNESOTA DEMAND & WAGES

REQUIREMENTS

KNOWLEDGE
Health
- Medicine and dentistry
- Radiology
- Healthcare
- MRI

Business
- Customer service

Engineering and Technology
- Computers and electronics

Arts and Humanities
- English Language reading and comprehension

SKILLS
Basic Skills
- Listening to others, not interrupting, and asking good questions
- Reading work related information

Social
- Looking for ways to help people
- Compassion
- Utilize active listening
- Collaboration
- Understanding peoples’ reactions and responding empathetically

Problem Solving
- Noticing when problems happen and coming up with solutions based on available information

ABILITIES
Verbal
- Understand verbal and non-verbal communication
- Ideas and Logic
- Situational awareness
- Ability to report problems and issues as necessary
- Order or arrange things
- Attention
- Focus
- Multitasking
- Ability to be in-tune with patients’ needs
- Ability to comply with rules and regulations
- Visual Understanding
- Communicating by writing, reading and understanding what is written

PERSONALITY
People interested in this work like activities that include practical, hands-on problems and solutions.
- Dependability
- Attention to Detail
- Concern for Others
- Integrity
- Self-Control
- Cooperation

TECHNOLOGY
- Medical Software
- Electronic medical records systems
- Development Environment Software
- Data entry software, financial and office suite products knowledge, email systems, video conferencing systems
RADIATION THERAPIST
Radiation Therapy Technologist (RTT), Computed Tomography Simulation Therapist (CT Simulation Therapist), Medical Dosimetrist, Registered Radiation Therapist, Lead Radiation Therapist

JOB DESCRIPTION
Provide radiation therapy to patients as prescribed by a radiologist according to established practices and standards. Duties may include reviewing prescription and diagnosis; acting as liaison with physician and supportive care personnel; preparing equipment, such as immobilization, treatment, and protection devices; and maintaining records, reports, and files. May assist in dosimetry procedures and tumor localization. Ensures optimal radiation treatment course through proper planning and implementation of radiation therapy processes, including interpretation, analysis and coordination of optimal radiation therapy for each patient.

JOB TASKS
• Position patients for treatment or examination
• Administer cancer treatments
• Operate diagnostic or therapeutic medical instruments or equipment
• Protect patients or staff members using safety equipment
• Verify accuracy of patient information

EDUCATION REQUIREMENTS
• Associate degree
• Bachelor’s degree
• Certifications

NORTHEAST MINNESOTA EDUCATION PROVIDERS
• None

NORTHEAST MINNESOTA DEMAND & WAGES

11.1% 10 YR GROWTH RISE

High Demand

WAGE RANGE PER HOUR
10 20 30 40 50 60 70 80 90 100

Requirements

KNOWLEDGE
Health
Medicine, dentistry, therapy, counseling, cancer care, oncology, radiation oncology, health care, cancer

Business
Customer service and administrative services

Math and Science
Physics

Arts and Humanities
English Language reading and comprehension

SKILLS
Basic Skills
Listening to others, not interrupting, and asking good questions
Reading work related information

Social
Looking for ways to help people
Compassion
Utilize active listening
Collaboration
Understanding peoples’ reactions and responding empathetically

Problem Solving
Noticing when problems happen and coming up with solutions based on available information

ABILITIES
Verbal
Listen and understand what people say
Communicate by speaking

Ideas and Logic
Situational awareness
Ability to report problems and issues as necessary
Order or arrange things

Attention
Ability to be in-tune with patients’ needs
Ability to comply with rules and regulations

Visual Understanding
Communicating by writing, reading and understanding what is written

PERSONALITY
People interested in this work like activities that include helping people, teaching, and talking.

They do well at jobs that need:
Attention to Detail
Concern for Others
Dependability
Cooperation
Integrity
Self-Control

TECHNOLOGY
Medical Software
Electronic medical records systems
Radiation dose calculation software
Development Environment Software
Data entry software, financial and office suite products knowledge, email systems, video conferencing systems

## LABORATORY CAREER PATHS

### PHLEBOTOMIST
**Patient Service Technician (PST), Phlebotomy Technician, Mobile Examiner, Registered Phlebotomist, Phlebotomist**

#### JOB DESCRIPTION
Draw blood for tests, transfusions, donations, or research. May explain the procedure to patients and assist in the recovery of patients with adverse reactions.

#### EDUCATION REQUIREMENTS
- Certification
- Associate degree

#### JOB TASKS
- Dispose of biomedical waste in accordance with standards
- Prepare medical instruments or equipment for use
- Clean medical equipment
- Collect biological specimens from patients

#### NORTHEAST MINNESOTA EDUCATION PROVIDERS
- Lake Superior College (LSC)
- Wisconsin Indianhead Technical College (WITC)

#### NORTHEAST MINNESOTA DEMAND & WAGES

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#### REQUIREMENTS

** KNOWLEDGE
- Phlebotomy
- Health Care Venipuncture Laboratory testing
- Health Medicine and Dentistry
- Business Customer service and administrative services
- Math & Science Biology & Psychology
- Arts and Humanities English language, reading and comprehension

** SKILLS
- Basic Skills
  - Listening to others, not interrupting, and asking good questions
  - Talking to others
- Social
  - Looking for ways to help people
  - Compassion
  - Utilize active listening
  - Collaboration
  - Understanding peoples’ reactions and responding empathetically
- Problem Solving
  - Noticing when problems happen and coming up with solutions based on available information

** ABILITIES
- Verbal
  - Understand verbal and non-verbal communication
- Ideas and Logic
  - Situational awareness
  - Ability to report problems and issues as necessary
- Social
  - Empathy
  - Listening
  - Collaboration
- Attention
  - Focus
  - Multitasking
- Problem Solving
  - Ability to be in-tune with patients’ needs
  - Ability to comply with rules and regulations
- Visual Understanding
  - Communicating by writing, reading and understanding what is written

** PERSONALITY
People interested in this work like activities that include data, detail, and regular routines.

** TECHNOLOGY
- Medical Software
  - Electronic medical records systems
- Office Software
  - Data entry software, Financial and Office Suite products knowledge, email systems, video conferencing systems

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CareForce® | More Career Information: [mn.gov/deed/data/data-tools/career-education-explorer](https://mn.gov/deed/data/data-tools/career-education-explorer) and [mynextmove.org](https://mynextmove.org)
MEDICAL LAB TECHNICIAN
Clinical Laboratory Technician, Medical Technician, Laboratory Assistant, Medical Laboratory Technician, Certified Clinical Laboratory Technician, Laboratory Technician, Laboratory Care Technician

JOB DESCRIPTION
Perform routine medical laboratory tests for the diagnosis, treatment, and prevention of disease. May work under the supervision of a medical technologist.

EDUCATION REQUIREMENTS
- Certification
- Associate degree

JOB TASKS
- Test biological specimens to gather information about patient conditions
- Analyze laboratory specimens to detect abnormalities or other problems
- Operate laboratory equipment to analyze medical samples
- Enter patient or treatment data into computers
- Analyze laboratory findings

Lake Superior College (LSC)
Hibbing Community College (HCC)

NORTHEAST MINNESOTA DEMAND & WAGES

NS Minn ave
11%
10+ yr growth proj
HIGH DEMAND

WAGE RANGE PER HOUR
10 20 30 40 50 60 70 80 90 100

REQUIREMENTS

KNOWLEDGE
- Laboratory testing
- Quality Control
- Blood handling
- Phlebotomy
- Health
- Medicine and Dentistry
- Business
- Customer service and administrative services
- Math & Science
- Biology and chemistry
- Arts and Humanities
- English language, public safety, and security

SKILLS
- Basic Skills
  - Reading and comprehending work-related information
  - compass
- Social
  - Looking for ways to help people
  - compassion
- Utilize active listening
- Collaboration
- Understanding peoples’ reactions and responding empathetically

Problem Solving
- Noticing when problems happen, coming up with solutions based on available information

ABILITIES
- Verbal
  - Understand verbal and non-verbal communication
  - Focus
- Ideas and Logic
  - Situational awareness
  - Ability to report problems and issues as necessary
- Attention
  - Multitasking
  - Ability to be in-tune with patients’ needs
- Ability to comply with rules and regulations
- Visual Understanding
  - Communicating by writing, reading and understanding what is written

PERSONALITY
- People interested in this work like activities that include practical, hands-on problems and solutions.
- They do well at jobs that need:
  - Hand dexterity and stability
  - Attention to Detail
  - Dependability
  - Integrity
  - Independence
  - Analytical Thinking
  - Cooperation
  - Organizational Skills

TECHNOLOGY
- Medical Software
  - Electronic medical records systems
- Office Software
  - Data entry software, Financial and Office Suite products knowledge, email systems, video conferencing systems

MEDICAL LABORATORY SCIENTIST
CLINICAL LABORATORY SCIENTIST, INVESTIGATOR, SENIOR SCIENTIST, SCIENTIST, MEDICAL LAB TECHNOLOGIST

JOB DESCRIPTION
Perform complex medical laboratory tests for diagnosis, treatment, and prevention of disease. May train or supervise staff.

EDUCATION REQUIREMENTS
- Bachelor’s Degree
- Master’s Degree

JOB TASKS
- Monitor operational procedures in technical environments to ensure conformance to standards
- Prepare scientific or technical reports or presentations
- Operate laboratory or field equipment

NORTHEAST MINNESOTA EDUCATION PROVIDERS
- University of Minnesota Duluth (Biochemistry)
- College of St Scholastica

NORTHEAST MINNESOTA DEMAND & WAGES

8% 10 yr growth projection
HIGH DEMAND

WAGE RANGE PER HOUR
10 20 30 40 50 60 70 80 90 100

REQUIREMENTS

KNOWLEDGE
Health
Medicine and Dentistry
Business
Management
Math & Science
Biology and chemistry
Ability to apply mathematical concepts accurately
Arts and Humanities
English language, reading and comprehension

SKILLS
People Technology
Critical Thinking
Decision Making
Problem Solving
Social
Utilize active listening
Collaboration
Understanding peoples' reactions and responding empathetically
Problem Solving
Using scientific rules and strategies to solve problems
Noticing when problems happen, coming up with solutions based on available information

ABILITIES
Verbal
Understand verbal and non-verbal communication
Ideas and Logic
Situational awareness
Ability to report problems and issues as necessary

PERSONALITY
People interested in this work like activities that include complex ideas, critical thinking, and problem solving
They do well at jobs that need:
Attention to detail
Integrity
Initiative
Dependability
Analytical Thinking
Attention to Detail
Cooperation

TECHNOLOGY
Medical Software
Electronic medical records systems
Development Environment Software
Data entry software, Financial and Office Suite products knowledge, email systems, video conferencing systems

CUSTOMER SERVICE REPRESENTATIVE
Customer Care Representative (CCR), Account Representative, Customer Service Specialist, Customer Service Agent, Client Services Representative, Patient Access Representative

**JOB DESCRIPTION**
Interact with customers to provide information in response to inquiries about products and services and to handle and resolve complaints.

**EDUCATION REQUIREMENTS**
- On the job training

**JOB TASKS**
- Discuss goods or services information with customers or patrons
- Registration of incoming patients
- Respond to customer problems or complaints
- Maintain financial or account records
- Refer customers to appropriate personnel
- Collect deposits, payments or fees
- Calculate costs of goods or services
- Training provided by employer

**NORTHEAST MINNESOTA EDUCATION PROVIDERS**
- Training provided by employer

**WAGE RANGE PER HOUR**

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**REQUIREMENTS**

**KNOWLEDGE**
- Business
  - Customer service and administrative services
- Health
  - Medicine and dentistry
- Math and Science
  - Computers and electronics
- Arts and Humanities
  - English Language reading and comprehension

**SKILLS**
- Basic Skills
  - Listening to others, not interrupting, and asking good questions
  - Talking to others
- Social
  - Looking for ways to help people
  - Compassion
  - Utilize active listening
  - Collaboration
  - Understanding peoples' reactions and responding empathetically
- Problem Solving
  - Noticing when problems happen and coming up with solutions based on available information.

**ABILITIES**
- Verbal
  - Understand verbal and non-verbal communication
- Ideas and Logic
  - Situational awareness
  - Ability to report problems and issues as necessary
- Attention
  - Ability to be in-tune with patients' needs
  - Ability to comply with rules and regulations

**PERSONALITY**
- People interested in this work like activities that include interacting with others, making decisions, and business practices.
- They do well at jobs that need:
  - Attention to Detail
  - Teamwork
  - Integrity
  - Dependability
  - Empathy
  - Patience

**TECHNOLOGY**
- Medical Software
  - Electronic medical records systems
- Development Environment Software
  - Customer relationship management CRM software, insurance/billing software, Data entry software, Financial and Office suite products knowledge, email systems, video conferencing systems

More Career Information: [mn.gov/deed/data/data-tools/career-education-explorer](mn.gov/deed/data/data-tools/career-education-explorer) and [mynextmove.org](mynextmove.org)
HEALTH UNIT COORDINATOR
Billing Coordinator, Physician Office Specialist, Medical Secretary, Health Unit Coordinator, Unit Secretary, Ward Clerk, Medical Office Specialist, Unit Support Representative, Medical Administrative Professional

JOB DESCRIPTION
Perform administrative duties using specific knowledge of medical terminology and hospital, clinic, or laboratory procedures. Duties may include scheduling appointments, billing patients, and compiling and recording medical charts, reports, and correspondence.

EDUCATION REQUIREMENTS
- On the job training
- Certification
- Associate degree

JOB TASKS
- Answer telephones to direct calls or provide information
- Schedule appointments
- Operate computers or computerized equipment
- Operate office equipment
- Interview employees, customers, or others to gather information
- Inventory Management and Medical Supply Monitoring
- Maintains and Retains Medical Records

NORTHEAST MINNESOTA EDUCATION PROVIDERS
- Lake Superior College (LSC)
- Hibbing Community College (HCC)
- Wisconsin Indianhead Technical College (WITC)

REQUIREMENTS

KNOWLEDGE
- Business
  - Customer service
  - Administrative services
- Arts and Humanities
  - English Language reading and comprehension

SKILLS
- Basic Skills
  - Talking to others
  - Listening to others, not interrupting
  - Asking good questions
- Social
  - Looking for ways to help people
  - Compassion
  - Utilize active listening
  - Collaboration
  - Understanding peoples’ reactions and responding empathetically
- Problem Solving
  - Noticing when problems happen and coming up with solutions based on available information

ABILITIES
- Verbal
  - Understand verbal and non-verbal communication
- Attention
  - Focus
  - Multi-tasking
  - Ability to be in-tune with patients’ needs
  - Ability to comply with rules and regulations
- Visual Understanding
  - Communicating by writing, reading and understanding what is written

PERSONALITY
- People interested in this work like activities that include data, detail, and regular routines.
- They do well at jobs that need:
  - Attention to Detail
  - Integrity
  - Teamwork
  - Dependability
  - Patience
  - Empathy

TECHNOLOGY
- Medical Software
  - Electronic medical records systems
- Development Environment Software
  - Accounting Software, Data entry software, Financial and Office suite products knowledge, email systems, video conferencing systems

WAGE RANGE PER HOUR
$ 10 20 30 40 50 60 70 80 90 100

10.5% 10 yr growth percent
10.5% 10 yr growth percent

HIGH DEMAND

More Career Information: mn.gov/deed/data/data-tools/career-education-explorer and mynextmove.org
INDIRECT CARE CAREER PATHS

HEALTH SERVICE MANAGER
NURSING HOME ADMINISTRATOR, PRACTICE ADMINISTRATOR, PROGRAM MANAGER, HEALTH MANAGER, CLINICAL DIRECTOR

**JOB DESCRIPTION**
Plan, direct, or coordinate medical and health services in hospitals, clinics, managed care organizations, public health agencies, or similar organizations

**EDUCATION REQUIREMENTS**
- State Certification (NHA)
- Bachelor’s Degree
- Master’s Degree

**JOB TASKS**
- Maintain operational records
- Supervise employees
- Evaluate employee performance
- Conduct employee training programs
- Hire personnel
- Recruit personnel
- Oversee regulatory compliance
- Oversee daily operations

**NORTHEAST MINNESOTA EDUCATION PROVIDERS**
- University of Minnesota Duluth (UMD)
- College of St. Scholastica (CSS)

**WAGE RANGE PER HOUR**

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**REQUIREMENTS**

**KNOWLEDGE**
- Health: Medicine and Dentistry
- Business: Administration, Management, Customer and Personal Service, Human Resources, Clerical
- Math and Science: Math, Psychology
- Arts and Humanities: English Language reading and comprehension

**SKILLS**
- Basic Skills: Self and team time management, ability to handle multiple projects and tasks at one time
- Social: Utilize active listening, collaboration, understanding peoples’ reactions and responding empathetically
- Problem Solving: Noticing when problems happen and coming up with solutions based on available information

**ABILITIES**
- Verbal: Understand verbal and non-verbal communication
- Ideas and Logic: Situational awareness, ability to report problems, and reporting issues as necessary
- Attention: Ability to comply with rules and regulations
- Visual Understanding: Communicating by writing, reading and understanding what is written

**PERSONALITY**
- They do well at jobs that need: Attention to Detail, Integrity, Dependability, Cooperation, Leadership, Adaptability/Flexibility

**TECHNOLOGY**
- Medical Software: Electronic medical records systems
- Office software: Data entry software, financial and Office Suite products knowledge, email systems, video conferencing systems

7.8% 10yr growth potential

HIGH DEMAND

PCA PERSONAL CARE ASSISTANT
PERSONAL CARE AIDE, BASIC CARE AIDE (BCA), CAREGIVER, RESIDENT CARE ASSISTANT (RCA), DIRECT SUPPORT PROFESSIONAL

JOB DESCRIPTION
Assist older adults or persons with disabilities with daily living activities at the person’s home or in a care facility. Duties performed at a place of residence may include keeping house (making beds, doing laundry, washing dishes) and preparing meals. May provide assistance at non-residential care facilities. Follow the care directions from providers and family members to assist the older adults, and persons with disabilities regarding such things as nutrition, cleanliness, and household activities.

JOB TASKS
- Administer basic health care or medical treatments
- Document client health or progress
- Maintain client information or service records
- Monitor health or behavior of people or animals

EDUCATION REQUIREMENTS
- On the job training

NORTHEAST MINNESOTA EDUCATION PROVIDERS
- Training provided by agency

NORTHEAST MINNESOTA DEMAND & WAGES

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<td>50</td>
<td>60</td>
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<td>70</td>
<td>80</td>
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<td>90</td>
<td>100</td>
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15.8% 10-YR GROWTH PREDICTED  NE Minnesota average

NORtheast Minnesota Demand & Wages

DEMAND

REQUIREMENTS

KNOWLEDGE
- Medications
- Public health
- Nursing
- Infection control
- Health
- Medicine and Dentistry
- Business
- Customer service
- Math & Science
- Psychology
- Arts and Humanities
  - English Language reading and comprehension

SKILLS
- Basic Skills
  - Listening to others, not interrupting, and asking good questions
  - Talking to others
- Social
  - Looking for ways to help people
  - Compassion
  - Utilize active listening
  - Collaboration
  - Understanding people's reactions and responding empathetically

ABILITIES
- Verbal
  - Understand verbal and non-verbal communication
  - Communicate by speaking
- Ideas and Logic
  - Situational awareness
  - Ability to report problems and issues as necessary
- Attention
  - Ability to be in-tune with patients’ needs
  - Ability to comply with rules and regulations
- Visual Understanding
  - Communicating by writing, reading, and understanding what is written

PERSONALITY
- People interested in this work like activities that include helping people, teaching, and talking.
  - Dependability
  - Integrity
  - Concern for Others
  - Teamwork
  - Self-Control
  - Patience

TECHNOLOGY
- Medical Software
  - Electronic medical records systems
- Development Environment Software
  - Data entry software, Financial and Office Suite products knowledge, email systems, video conferencing systems

NURSING ASSISTANT
GERIATRIC NURSING ASSISTANT (GNA), LICENSED NURSING ASSISTANT (LNA), NURSES’ AIDE, NURSING AIDE, STATE TESTED NURSING ASSISTANT (STNA), CERTIFIED NURSING ASSISTANT (CNA), CERTIFIED NURSE’S AIDE (CNA), CERTIFIED NURSE AIDE (CNA), CERTIFIED MEDICATION AIDE (CMA), NURSING ASSISTANT REGISTERED (NAR), NURSING ASSISTANT, RESIDENT ASSISTANT

JOB DESCRIPTION
Provide basic patient care under direction of nursing staff. Perform duties such as feed, bathe, dress, groom, move patients, or change linens. May transfer or transport patients. Includes nursing care attendants, nursing aides, and nursing attendants.

JOB TASKS
- Adjust positions of patients on beds or tables
- Assist patients with daily activities
- Record vital statistics or other health information
- Report changes of physical and/or mental conditions of patients to aid in diagnosis or treatment
- Monitor patients to detect health problems

EDUCATION REQUIREMENTS
- Certification

NORTHEAST MINNESOTA EDUCATION PROVIDERS
- Rainy River Community College
- Lake Superior College (LSC)
- Pine Technical and Community College
- Hibbing Community College
- Fond du Lac Tribal and Community College
- Wisconsin Indianhead Technical College (WITC)
- College of St. Scholastica (CSS)

NORTHEAST MINNESOTA DEMAND & WAGES

<table>
<thead>
<tr>
<th>WAGE RANGE PER HOUR</th>
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<td>10</td>
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WELLNESS/REHABILITATION CAREER PATHS

REQUIREMENTS

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<td>Listening to others, not interrupting, asking good questions, medication reminders, vital signs, execution of care plans, bathing</td>
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<tr>
<td>Social</td>
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<tr>
<td>Looking for ways to help people, understanding people's reactions, compassion, utilization of listening, collaboration, understanding people's reactions, responding empathetically</td>
</tr>
<tr>
<td>Problem Solving</td>
</tr>
<tr>
<td>Keeping track of how well people and/or groups are doing in order to make improvements, noticing when problems happen and coming up with solutions based on available information</td>
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<tr>
<td>People interested in this work like activities that include connecting with others, helping people, teaching, and talking</td>
</tr>
<tr>
<td>They do well at jobs that need:</td>
</tr>
<tr>
<td>Empathy, Dependability, Teamwork, Patience, Self Control, Attention to Detail, Dedication, Compassion</td>
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More Career Information: mn.gov/deed/data/data-tools/career-education-explorer and mynextmove.org