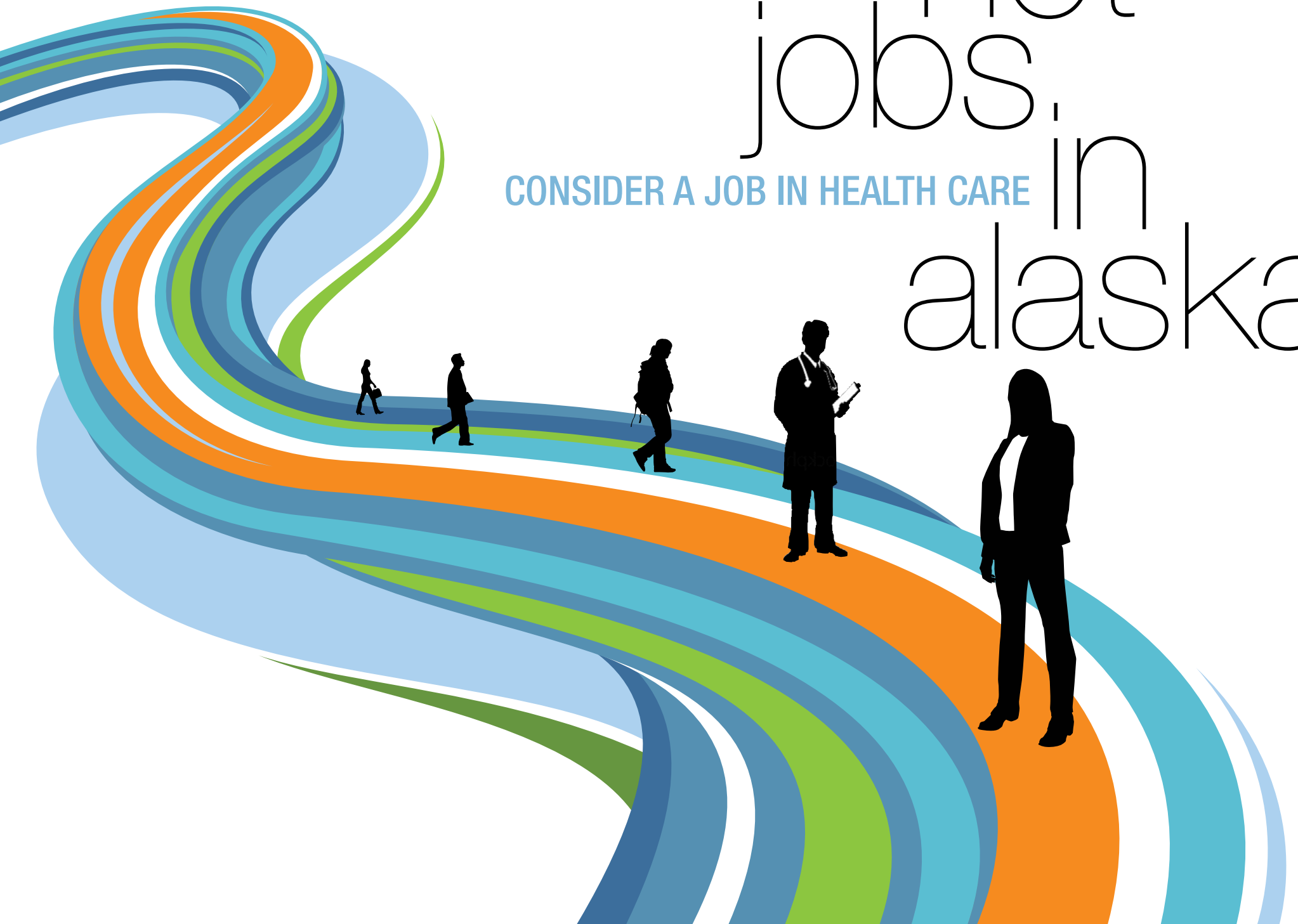


# hot jobs. in alaska

CONSIDER A JOB IN HEALTH CARE





## a message from click bishop

Although jobs in Alaska's health care industry do require education and training after high school – they don't always require a four-year degree. Training can range from several weeks to many years, depending on your interests and goals.

This booklet is arranged in health care “pathways” that show you how to get prepared for high-demand and, in some cases, high-pay jobs. From medical lab and pharmacy technicians, to behavioral health workers and billing clerks, to nurses and doctors, there are many different career paths within the health care system.

Health care technology is constantly innovating and improving. But the foundation of our health care system is people who genuinely care about others, and who are looking for a way to help and make a difference in other people's lives. If people tell you that you are helpful, then you may be the right person for these kinds of jobs.

As a heavy equipment operator for more than 30 years, I know the value of a good education and solid training. I found myself going back for more training as I advanced in my career. Eventually, I became the person doing the training. Now, as the Commissioner of Labor and Workforce Development, my job is to help you get prepared – for the career waiting for you.

You can accomplish what you set your mind to, so think about what you might like to do after high school graduation. And remember to dream big! This booklet will help you get a good start on a great career. It is also online at <http://jobs.alaska.gov/hotjobs/healthcare.pdf>.

I encourage you to talk to your teachers, parents, guardians and people working in health care. Don't forget the staff at your local Job Center is ready to help!

Good Luck and Best Wishes,

A handwritten signature in black ink that reads "Clark Bishop". The signature is written in a cursive, flowing style.

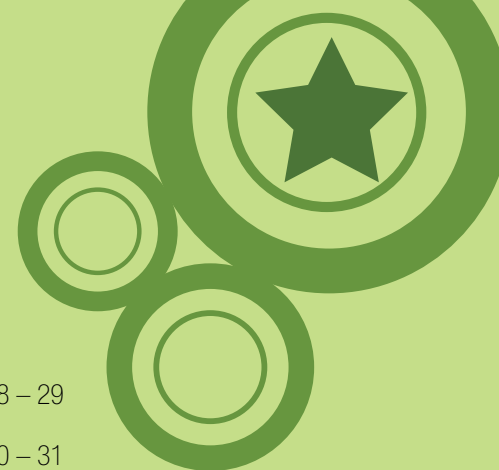
Commissioner Click Bishop  
Alaska Department of Labor and Workforce Development



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# what's a health care hot job?

Health care is one of Alaska's largest and fastest growing industries, and there are a lot of opportunities for young people to enter this well-paying, fast-paced, fulfilling career field.

The Alaska Department of Labor and Workforce Development and the U.S. Department of Labor, with support from the University of Alaska, have identified 20 high-demand, high-growth jobs in the health care field – "health care hot jobs." While there are many other "hot jobs" in health care, this publication will give you an idea of the many diverse opportunities available to you.

In the following pages, you'll read about common tasks and responsibilities for 20 different "hot jobs." You can take quizzes to match your skills and interests with a particular job. You'll find out how much money you can make and where the jobs are. You'll discover what sort of training and education you need, where you can get it, and how long it will take. You'll also learn what you can be doing right now to get ready for your future career!

Don't know what you want to do yet? Don't worry – this publication is for you, too. Read through the descriptions and see what jobs interest you most. Talk with your friends, parents, teachers and counselors. Visit the Web sites listed on the "find out more" page. And just start dreaming about what your future might hold.

## Navigating the Career Pathway

When it comes to a career, there are lots of ways to get where you want to go. You might pick a job and stick with it your entire life. You might try out one job and then decide to do something entirely different. Or you might get into a job, then choose to get some additional education to advance your career in that field. This is called a career pathway.

In this publication, we'll explore several "hot job" career pathways in the field of health care. For example, in the nursing career pathway, we'll show you three high-demand nursing jobs in Alaska, ranging from an entry-level job, like certified nursing assisting, to a specialty job, like critical care nursing!

Of course, you don't have to stick to one career pathway. You may start out as a medical lab technician, then decide to become a family physician. Or you could try out dental assisting, but go on to become a pharmacist. Or maybe you'll begin as a coding/billing specialist, then choose to become a case manager/care coordinator. These career pathway examples are just a way to get you started – your next step is up to you.



# careers in health care

## Doctors, Nurses and a Whole Lot More

When you think about a career in health care, what comes to mind? Doctors? Nurses? Maybe dentists? These are all definitely important health care jobs, but they're certainly not the only ones.

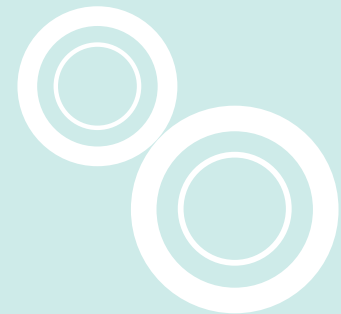
Within the health care field, there is a huge range of career options for all kinds of people, with all kinds of skills and interests. Interested in hands-on patient care? Consider a job as a community health aide or a physical therapist. Prefer behind-the-scenes, administrative work? Look into coding and billing or health information. Like to teach? Think about becoming a health educator. Enjoy running tests and handling high-tech equipment? Check out medical lab or radiographic technology. Want to help people find solutions to their problems? Maybe social work is the career for you.

These diverse jobs are found in many different settings. In addition to hospitals and doctors' offices, health care workers are found in schools, rural community clinics, government agencies, pharmacies, child protection agencies and nonprofit social service agencies. Others work in nursing homes, patients' homes, drug and alcohol treatment centers, prisons, insurance companies, long-term care facilities, behavioral health facilities and Alaska Native corporations.

Meanwhile, others travel around the state, country or even the world doing fieldwork or working temporary jobs.

And did you know you can get into a health care career without investing years and years in training and education? While there are plenty of jobs, such as physician or dentist, that require eight years or more of schooling, there are many other jobs that take considerably less time. For example, you can become a physician assistant in four to six years, a medical laboratory technician in two years, and a pharmacy technician in as little as one year!

So as you're planning your future, and maybe considering a job in health care, remember there are opportunities for doctors, nurses — and a whole lot more.



# HUMAN SERVICES WORKER



## get on the behavioral health path

### Is this the job for me?

Take this quick quiz to find out if human services worker is a good direction for you:

- 1 Would you like to use your past experiences to help others?  
☐ YES ☐ NO
- 2 Would you describe yourself as patient, understanding and caring?  
☐ YES ☐ NO
- 3 Are you a good listener?  
☐ YES ☐ NO
- 4 Are you able to deal with conflict?  
☐ YES ☐ NO
- 5 Are you a problem solver?  
☐ YES ☐ NO
- 6 Do you like to plan programs or events?  
☐ YES ☐ NO
- 7 Want to get into a career in two to four years?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

"Human service worker" is a generic term for people who work with individuals, families and entire communities to meet physical, mental and emotional needs, and help people function as effectively as possible. In other words, human services workers help people in need get back on track.

Depending on your level of education, you can hold a diverse range of jobs, including case worker, family support worker, life skills instructor, probation officer, group home worker, drug abuse counselor, youth worker, mental health aide, community outreach worker, residential manager or care coordinator.

Human services workers are employed in a wide range of settings, such as group homes and halfway houses, correctional centers, schools, social service agencies, community assistance programs, nonprofit agencies, mental health and development disability centers, elder, family, child and youth service agencies, and programs dealing with drug abuse, alcoholism, family violence and aging.

### What do human services workers do?

The responsibilities of a human services worker vary greatly depending on where they work. Here are a few basic responsibilities performed by human services workers:

- Interview clients and family members to assess their needs.

- Help clients fill out forms, such as tax or rent forms.
- Monitor and maintain case records on clients.
- Review progress with supervisors or medical support personnel.
- Deliver meals or provide transportation.
- Provide job training.
- Advise clients on a variety of topics, such as food stamps, budgeting, housing, communication and conflict resolution.
- Provide information and referrals to community services.
- Assist clients with locating housing, child care and other services.
- Provide emotional support and counseling.
- Work closely with social workers, psychologists and providers of medical care.
- Organize or lead support groups or discussion groups.

### How much money can I make?

Wages vary based on the particular job, setting and level of education. To give you an idea of what you can earn, entry-level social and human services assistants in Alaska earn an average hourly wage of \$14.88, and have an average annual salary of \$30,950.

### **How do I become a human services worker? How long does it take?**

The wide range of jobs that fall under the title "human services worker" mean there is a wide range of training options and education requirements. In general, to become a human services worker, you must:

- Have a high school diploma or GED.
- Complete a two-year associate's degree (to be a paraprofessional) or a four-year bachelor's degree (to be a professional).

You may also continue your education and advance your career by pursuing a graduate degree.

Learn more about educational programs in Alaska that can prepare you for a job in human services by reviewing the "training providers" section later in this publication.

### **Attention high school students!**

If you think you might want to become a human services worker, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college preparatory or advanced placement (AP) courses. Other recommended classes and electives include:

- Computer applications
- Ethnic and gender studies
- Keyboarding
- Legal system
- Psychology
- Sociology
- Advanced English composition
- Advanced U.S. history
- Political science
- Economics

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### **Are there jobs available?**

In Alaska, there are currently many job opportunities for human services workers. For example, there are approximately 48 openings a year for social and human service assistants, which is just one of many human services jobs available, and this occupation is expected to continue to grow quickly (34.6 percent growth compared to 14.8 percent for all occupations). When you look at all the jobs categorized under "human services worker," the number of opportunities is even higher!

### **Where are the jobs?**

Human service workers are found in diverse settings such as group homes, correctional facilities, community mental health centers, social services agencies, and job training programs. In rural Alaska, employment opportunities include regional health corporations and federal, state and local governmental agencies.

### **What else is on this pathway?**

Want to learn about other possible opportunities in the behavioral health career pathway? Be sure to read about case managers/care coordinators and social workers — other behavioral health "hot jobs" in Alaska!





# CASE MANAGER/CARE COORDINATOR



## get on the behavioral health path

### Is this the job for me?

Take this quick quiz to find out if case manager/care coordinator is a good direction for you:

- 1 Want to learn about medical conditions and treatments, as well as health care resources and services?  
☐ YES   ☐ NO
- 2 Do you like to help others solve problems?  
☐ YES   ☐ NO
- 3 Do you like to network with others?  
☐ YES   ☐ NO
- 4 Do you work well with a wide variety of people?  
☐ YES   ☐ NO
- 5 Do you like to collaborate?  
☐ YES   ☐ NO
- 6 Are you a good listener?  
☐ YES   ☐ NO
- 7 Do you want to get into a career in about four years?  
☐ YES   ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Case managers, who are also often called care coordinators, help patients and their families determine their individual needs, develop a plan to meet those needs, and then gain access to appropriate health care. They also monitor a patient's care to ensure it is safe, effective, cost-efficient and timely.

Case managers/care coordinators often work with a wide variety of patients, including children, youth, seniors, people experiencing disabilities, or those with drug or alcohol addictions. To be successful in their jobs, case managers/care coordinators must have a strong background in medical conditions and treatments, as well as an in-depth understanding of available resources and services.

### What do case managers/care coordinators do?

The responsibilities of case managers/care coordinators vary greatly, depending on where they work. For example, in an insurance company, a case manager/care coordinator may validate a patient's eligibility for benefits, while in a hospital, they may help a patient prepare for discharge. In general, here are some common responsibilities of a case manager/care coordinator:

- Evaluate patients to assess and identify their individual needs.
- Develop and implement a plan of care to meet patients' goals.
- Explore options and available services. Identify service providers.

- Determine eligibility for programs.
- Provide referrals, resources and patient education.
- Evaluate plan of care and revise, as needed.
- Work closely with patients, family members and other health care providers.
- Maintain accurate records about treatments, goals and progress.
- Communicate with payers, such as Medicaid or insurance companies.
- Monitor care to avoid duplication of tests and services.
- Arrange visits to health care providers.
- Organize home nursing, therapy services and respite care.
- Handle prescription refills.
- Help patients gain access to transportation, equipment and supplies, financial assistance programs or other appropriate services.
- Provide tools, such as binders or forms, to help patients and their families organize and track medical information.

### How much money can I make?

Wages for case managers/care coordinators vary based on the particular job, setting and level of education, and specific wage information for this occupation is not available. To give you an idea of what you can earn, managers in Alaska earn an average hourly wage of \$31.63, and have an average annual salary of \$65,790.40.



### **How do I become a case manager/care coordinator? How long does it take?**

Educational requirements for case managers/care coordinators vary depending on the particular job. In general, you must:

- Have a high school diploma or GED.
- Complete either an associate's degree, bachelor's degree or higher.
- May take an exam to become certified in case management.

Case managers/care coordinators often earn degrees in the areas of counseling or social work, although some have completed registered nursing programs. Length of education depends on the specific degree. Typically, associate's degrees take two years to complete and bachelor's degrees take about four years.

Learn more about education programs in Alaska that can prepare you to become a case manager/care coordinator by reviewing the "training providers" section later in this publication.

### **Attention high school students!**

If you think you might want to become a case manager/care coordinator, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college preparatory or advanced placement (AP) courses. Other recommended classes and electives include:

- |                             |                               |
|-----------------------------|-------------------------------|
| • Computer applications     | • Economics                   |
| • Keyboarding               | • Anthropology                |
| • Ethnic and gender studies | • Anatomy and physiology      |
| • Legal system              | • Health education            |
| • Psychology                | • Introduction to health care |
| • Sociology                 | • Safety and first aid        |
| • Political science         |                               |

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### **Are there jobs available?**

A recent vacancy study estimated there are currently more than 160 job openings for case managers/care coordinators in Alaska, making it one of the state's health care "hot jobs."

### **Where are the jobs?**

Case managers/care coordinators work in nearly all areas of health care, including insurance companies, home health agencies, hospitals, nursing homes, schools, social service and public health agencies, or government programs.

### **What else is on this pathway?**

Want to learn about other possible opportunities in the behavioral health career pathway? Be sure to read about human service workers and social workers – other behavioral health "hot jobs" in Alaska!





## get on the behavioral health path

### Is this the job for me?

Take this quick quiz to find out if social worker is a good direction for you:

- 1 Do you like to teach and assist people in finding solutions?  
☐ YES ☐ NO
- 2 Do you enjoy planning events or programs?  
☐ YES ☐ NO
- 3 Are you able to deal with conflict?  
☐ YES ☐ NO
- 4 Are you a good communicator?  
☐ YES ☐ NO
- 5 Do you like to figure out problems?  
☐ YES ☐ NO
- 6 Do you consider yourself independent?  
☐ YES ☐ NO
- 7 Do you want to get into a career in about four years?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Social work is often called the “helping profession.” Social workers interact with individuals, families, groups, organizations and communities to help them meet their basic needs, deal with emotional, financial, social and health problems, and improve their overall quality of life.

Many times, social workers specialize in working with certain types of clients, such as families, patients, children, the elderly, people with mental illness, or people dealing with drug and alcohol abuse problems.

Social workers can fill a wide variety of roles, such as counselor, child protection worker, case manager, advocate, policy analyst, probation officer or street outreach coordinator. Social workers are found in a wide variety of settings, including schools, hospitals, child welfare agencies, public agencies, clinics, private practice, substance abuse centers, prisons, juvenile correctional homes and mental health clinics.

### What do social workers do?

Depending on their area of specialty, social workers have a great variety of tasks and responsibilities. For example, social workers who work with families may teach parenting skills; medical social workers may lead support groups; child welfare social workers may investigate reports of child abuse; and school social workers may help students with problems like misbehavior and teen pregnancy. While there are a variety of tasks, here are some common

responsibilities of a social worker:

- Interview clients and family members to determine needs.
- Collect information from school records, medical tests or employment records.
- Arrange for medical or psychiatric tests.
- Prepare treatment plans for clients.
- Counsel clients and family members.
- Monitor progress toward the goals set in the treatment plans.
- Modify treatment plans, if necessary.
- Refer clients or family members to community services.
- Maintain case records and write reports.
- Lead support groups for clients and family members.
- Manage programs in the community.
- Consult with other health professionals.
- Supervise social and human services assistants.
- Conduct social research.

### How much money can I make?

In Alaska, social workers earn an average hourly wage of \$17.53, and have an average annual salary of \$36,460.

### **How do I become a social worker? How long does it take?**

To become a social worker, you need to:

- Have a high school diploma or GED.
- Graduate with at least a bachelor's of social work degree.
- Obtain a license.
- Pass an exam.

A typical bachelor's degree program takes four years to complete. Many social workers go on to earn a master's degree in social work; graduate programs usually take one to three years after you finish your bachelor's degree. It's important to note that your bachelor's degree doesn't need to be in social work to pursue a master's degree in social work. Social workers who want to take their education even further may pursue a doctorate in social work; this allows you to teach at the college level.

Learn more about social work education programs in Alaska by reviewing the "training providers" section later in this publication.

### **Attention high school students!**

If you think you might want to become a social worker, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college preparatory or advanced placement (AP) courses. Other recommended classes and electives include:

- Anthropology
- Computer applications
- Ethnic and gender studies
- Psychology
- Sociology
- Advanced English composition
- Political science
- Economics

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### **Are there jobs available?**

In Alaska, there are job opportunities for social workers — approximately 65 openings a year — and this occupation is expected to continue to grow (26.8 percent growth compared to 14.8 percent for all occupations).

### **Where are the jobs?**

About 40 percent of social workers work for public agencies. In Alaska, social workers find employment at state and local government agencies, social service agencies, schools, colleges, universities, outpatient care centers, child welfare agencies, mental health clinics, family agencies, youth programs, health services agencies and Native corporations.

### **What else is on this pathway?**

Want to learn about other possible opportunities in the behavioral health career pathway? Be sure to read about human services workers and case managers/care coordinators — other behavioral health "hot jobs" in Alaska!



# CERTIFIED NURSE ASSISTANT



## get on the path to nursing

### Is this the job for me?

Take this quick quiz to find out if certified nurse assistant is a good direction for you:

- 1 Would you like to help people with everyday living activities?  
☐ YES   ☐ NO
- 2 Do you like staying busy and doing a variety of tasks?  
☐ YES   ☐ NO
- 3 Are you good at communicating with others?  
☐ YES   ☐ NO
- 4 Are science classes your favorite?  
☐ YES   ☐ NO
- 5 Do you follow instructions well?  
☐ YES   ☐ NO
- 6 Can you work fast in an emergency?  
☐ YES   ☐ NO
- 7 Want to get into a career in less than a year?  
☐ YES   ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Certified nurse assistants (CNAs) work under the direction of nurses and doctors in hospitals, clinics, home health, assisted living, private homes and doctors' offices. CNAs give personal care to patients, assisting them with everyday activities, like bathing, changing dressings and eating. By helping patients with these important activities, CNAs are improving the quality of life for their patients by making sure they are comfortable and well-treated.

### What do CNAs do?

While tasks vary depending on where they work, here's a sampling of the tasks a CNA might be responsible for in a typical day:

- Answer call bells and greet patients.
- Help patients with walking, bathing, dressing, eating, exercising and using the bathroom.
- Prepare food trays and serve meals.
- Record patients' food intake, liquid output and vital signs.
- Give medicines, as directed by supervising nurse or physician.
- Set up and monitor equipment.
- Clean rooms and change beds.
- Meet with nursing staff and read chart notes.
- Observe and report changes in patients' emotions or alertness.
- Speak with family members and other visitors.

- Transport patients by wheelchair or gurney.
- Stock supplies and sterilize equipment.
- Deliver messages, gifts and flowers.
- Explain basic medical instructions to patients and family members.
- Assist with clerical duties, such as filing and making appointments.
- Give encouragement to patients who feel sad or lonely.

### How much money can I make?

In Alaska, CNAs earn an average hourly wage of \$14.36, and have an average annual salary of \$29,870.

### How do I become a CNA? How long does it take?

To become a CNA, you must:

- Have a high school diploma or GED.
- Complete a training program.
- Complete a certification exam, depending on where you want to work. (Certification is required to work in long-term care and home health settings, and many hospitals and clinics also prefer to hire CNAs who hold certifications.)

CNA training programs, which include a minimum of 60 hours of classroom instruction and 80 hours of supervised clinical practice, are available throughout Alaska at vocational schools, community colleges, some high schools, and at hospitals and other facilities that



employ nursing assistants. Some branches of the military also train people to become CNAs.

Learn more about CNA programs in Alaska by reviewing the “training providers” section later in this publication.

### **Attention high school students!**

Think you want to become a CNA? Well, the time to start planning is now. Review this list of recommended courses to take in high school, then discuss your plans with your parents or school counselor.

- Math and science classes that meet the state’s graduation requirements
- Biology
- Chemistry
- Communication
- Health education
- Introduction to health care
- Medical office
- Certified nursing assisting

Also, check with a teacher or counselor to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### **Are there jobs available?**

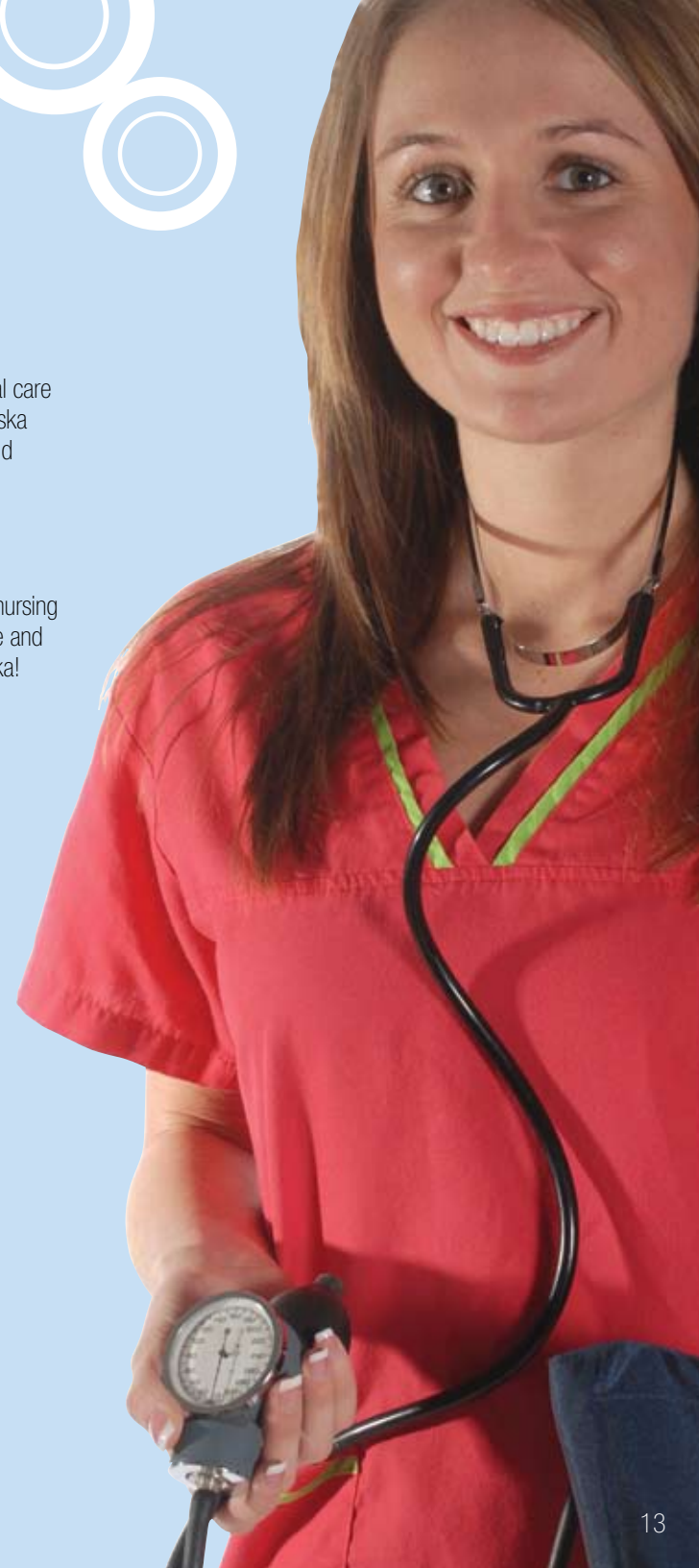
There are currently many jobs for CNAs in Alaska – approximately 80 openings a year – and this occupation is expected to continue to grow quickly (30 percent growth compared to 14.8 percent for all occupations).

### **Where are the jobs?**

In Alaska, major employers include nursing and personal care facilities, hospitals and residential care homes. Rural Alaska employers include regional hospitals, specialty clinics and community-based health care programs.

### **What else is on this pathway?**

Want to learn about other possible opportunities in the nursing career pathway? Be sure to read about registered nurse and critical care nurse – other health care “hot jobs” in Alaska!





# rae cunningham

## CERTIFIED NURSE ASSISTANT

When Rae Cunningham was in elementary school, her favorite person was the school nurse. So it's no surprise that Rae is now working in the nursing field.

"I've had asthma my entire life and I would have to go see the school nurse almost every day," she said. "Aside from just making me feel better, she listened, gave advice and sincerely cared about me."

Rae, who graduated from Palmer High School in 2004, is currently working as a certified nurse assistant (CNA) at the Alaska Veterans and Pioneers Home in Palmer, where she administers medications, helps residents bathe and dress, involves residents in activities, and does anything from helping someone operate their TV to making their bed.

"The most enjoyable part of my job is getting involved in resident activities and holiday celebrations, or just being there to speak up for people," she said. "As someone who works primarily with people, I've noticed an imbalance between direct care staff and those making most of the decisions. I've learned that the best thing I can do is involve myself as much as possible in the decisions that are made every day. I realized that my opinion is valid, as well as valued, and that's when I transitioned from just doing my job to actually making a difference."

Rae originally took a semester-long CNA course during high school. After graduating, she investigated some other career options before deciding to work as a CNA. Since then, Rae decided she wants to become a registered nurse, and is currently taking classes part-time.

"I recently decided that I want to work in geriatrics for a long time. Once I made up my mind, I couldn't wait to get started with classes," she said.

Rae also encourages others to look into the field. "I always like to encourage people to consider nursing as a career — mostly because we will face such an extreme shortage in the future,"

she said. "If I can inspire people to attain their goals the same way the nurses I've known have inspired me, then I've already become the sort of person I've looked up to."





# REGISTERED NURSE



## get on the path to nursing

### Is this the job for me?

Take this quick quiz to find out if registered nurse is a good direction for you:

- 1 Do you want a health care career with lots of options?  
☐ YES ☐ NO
- 2 Do you enjoy helping people?  
☐ YES ☐ NO
- 3 Do you like to multi-task?  
☐ YES ☐ NO
- 4 Are you a good communicator?  
☐ YES ☐ NO
- 5 Are math and science your favorite subjects?  
☐ YES ☐ NO
- 6 Do you work well under pressure?  
☐ YES ☐ NO
- 7 Do you want to get into a career in as little as two to three years?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Registered nurses (RNs) have some of the most varied career choices within the health care field. In general, RNs care for people who are ill or injured, and work to promote patients' physical, mental and social well-being. However, they can do this in all kinds of nursing specialties — from emergency care to home health care to administration — and in a wide variety of settings, including hospitals, doctors' offices, clinics, nursing homes and patients' homes. RNs can also work in schools, universities, government agencies, and profit and nonprofit organizations.

### What do RNs do?

The responsibilities of an RN vary greatly depending on where they work. For example, a hospital nurse may assist in surgery, while a public health nurse may develop health education plans, and a home health nurse may teach patients how to care for themselves at home. RN activities commonly include:

- Record patients' health histories and symptoms.
- Observe and monitor patient status and progress.
- Assist in performing diagnostic tests and analyzing results.
- Administer treatment and medications.
- Provide care instructions to patients and their families.
- Write and manage patient treatment plans.
- Discuss cases with doctors and other medical staff.

- Supervise certified nurse assistants and aides.
- Prepare patients and assist with exams.
- Perform routine laboratory and office work.
- Prepare rooms, and sterilize instruments, equipment and supplies.
- Draw blood and give injections.
- Develop health care policies and procedures.
- Provide evidence-based practice.

With more advanced training, RNs can also give anesthesia, prescribe medication and other treatments, order and interpret tests, be involved in policy-making at local and state levels, actively pursue nursing research, provide care to pregnant women and even deliver babies!

### How much money can I make?

In Alaska, RNs earn an average hourly wage of \$30.41, and have an average annual salary of \$63,260.

### How do I become an RN? How long does it take?

To become an RN, you must:

- Have a high school diploma.
- Complete an approved nursing program, which includes supervised clinical work experience, typically in hospitals or other medical settings.

- Pass the National Council Licensure Examination (NCLEX).

Most nurses either earn an associate's degree, which takes two to three years, or a bachelor's degree, which takes four to five years. RNs can also pursue graduate studies in specialty areas, such as community health, mental health, health care administration, surgical nursing, pediatrics and maternal health.

Learn more about RN educational programs in Alaska by reviewing the "training providers" section later in this publication.

### Attention high school students!

If you think you might want to become an RN, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college preparatory or advanced placement (AP) courses. Other recommended classes and electives include:

- Anatomy and physiology
- Advanced chemistry
- Advanced biology
- Physics
- Pre-calculus
- Probability and statistics
- Computer applications
- Health education
- Introduction to health care
- Certified nursing assisting
- Safety and first aid

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### Are there jobs available?

Studies estimate that at least one million new nurses will be needed nationwide by the year 2010! This is because the U.S. population is aging, and many current nurses are planning to retire soon.

In Alaska, there are currently many job opportunities for RNs – approximately 256 openings a year – and this occupation is expected to continue to grow rapidly (31.2 percent growth compared to 14.8 percent for all occupations).

### Where are the jobs?

There are diverse RN job openings across the state in community clinics, hospitals, public schools, colleges, universities and many other places. In addition, many nurses travel throughout the state, the country or even the world doing fieldwork or working as temporary staff members in hospitals.

### What else is on this pathway?

Want to learn about other possible opportunities in the nursing career pathway? Be sure to read about certified nurse assistant and critical care nurse – other health care "hot jobs" in Alaska!





# andrea moses

## FUTURE REGISTERED NURSE

Andrea Moses entered the nursing program at the University of Alaska Anchorage (UAA) after receiving encouragement from a close friend, who was also in the program. Now, she is ready to graduate and begin her career as a registered nurse.

"I have always wanted to be in the medical field as it interests me very much. I have always been a caring person and am happy to help others when I can. Knowing this about myself, and information from a friend, encouraged me to work toward getting my B.S. in nursing — and I am almost finished!" said Andrea, who will graduate with a bachelor of science in nursing and a minor in psychology in August 2008.

Since beginning the five-semester baccalaureate nursing program, Andrea has attended lecture classes, as well as clinical rotations at health care facilities, including Providence Alaska Medical Center, the Alaska Native Medical Center (ANMC) and the Alaska Literacy Program.

"At clinical, we learn the hands-on aspects of nursing, including medication administration, daily care, recording patients' health status, patient teaching and communication skills," Andrea said.

After graduating, Andrea will take the National Council Licensure Examination (NCLEX), and hopes to get a position at ANMC, where she will most likely work on a medical-surgical floor. She said she is also considering pursuing her master's degree in the future.

Andrea said her favorite aspect of nursing is "knowing how I may be helping someone who may not be able to help themselves, even in the smallest ways. It really shines the light on how much the everyday activities are taken for granted, and one may not realize that until they see it for themselves."

Andrea, who graduated from East Anchorage High School in 2003, said she now finds herself encouraging others to enter the nursing field, just like a friend encouraged her.

**"Your hard work will pay off in the end,"**  
Andrea advised other potential nursing students. "Don't let anything hold you back from doing what you do!"





# CRITICAL CARE NURSE



## get on the path to nursing

### Is this the job for me?

Take this quick quiz to find out if human services worker is a good direction for you:

① Would you like to help people who are seriously ill or injured?

☐ YES ☐ NO

② Want to be an advocate for people?

☐ YES ☐ NO

③ Do you work well in situations that are stressful or emotional?

☐ YES ☐ NO

④ Are you a good communicator?

☐ YES ☐ NO

⑤ Do you like to multi-task?

☐ YES ☐ NO

⑥ Are math and science your favorite subjects?

☐ YES ☐ NO

⑦ Do you want to get into a specialty nursing job in three to five years?

☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Critical care nurses (CCNs) are registered nurses (RNs) who have obtained additional training to provide care to patients with life-threatening illnesses or injuries. To do this, CCNs must have in-depth knowledge and experience in assessing and treating patients. Due to the critical condition of their patients, CCNs must also be vigilant in providing continuous monitoring and care.

In addition to providing care, CCNs also work to create an environment that is healing, humane and caring for patients and their families. One of a CCN's primary roles is to be a patient advocate, which means they respect and support the basic values, rights and beliefs of patients who may not be able to speak up for themselves.

### What do CCNs do?

Common responsibilities of a CCN include:

- Observe and monitor patients continuously.
- Administer treatment and medications.
- Ensure that patients obtain necessary care.
- Monitor and safeguard the quality of patient care.
- Act as a patient advocate.
- Help patients or their families make decisions by providing education and support.
- Support decisions made by patients or their families.

- When appropriate, intercede for patients who cannot speak for themselves.
- Act as a liaison between patients, their families and other health care professionals.
- Supervise certified nurse assistants, aides and other nurses.
- Record patients' health histories and symptoms.
- Assist in performing diagnostic tests and analyzing results.
- Provide care instructions to patients and their families.
- Write and manage patient treatment plans.
- Discuss cases with doctors and other medical staff.
- Prepare patients and assist with exams.
- Draw blood and give injections.
- Develop health care policies and procedures.
- Provide evidence-based practice.

### How much money can I make?

Although specific wage information for CCNs in Alaska is not available, RNs in Alaska earn an average hourly wage of \$30.41, and have an average annual salary of \$63,260.

### How do I become a CCN? How long does it take?

To become a CCN, you must:

- Have a high school diploma or GED.
- Complete an approved nursing program to become a registered nurse (RN).
- Pass the National Council Licensure Examination (NCLEX).
- Obtain specialty instruction and practice in critical care.

Most RN programs offer either an associate's degree, which takes two to three years to complete, or a bachelor's degree, which takes four to five years. To gain the additional knowledge and experience needed to become a CCN, RNs then complete a critical care training course or receive on-the-job training.

While not required, CCNs may also become certified by passing an exam and meeting continuing education and clinical experience requirements.

Learn more about nursing education programs in Alaska by reviewing the "training providers" section later in this publication.

### Attention high school students!

If you think you might want to become a CCN, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college preparatory or advanced placement (AP) courses. Other recommended classes and electives include:

- Anatomy and physiology
- Advanced chemistry
- Advanced biology
- Physics
- Pre-calculus
- Probability and statistics
- Computer applications
- Health education

- Introduction to health care
- Certified nursing assisting
- Safety and first aid

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### Are there jobs available?

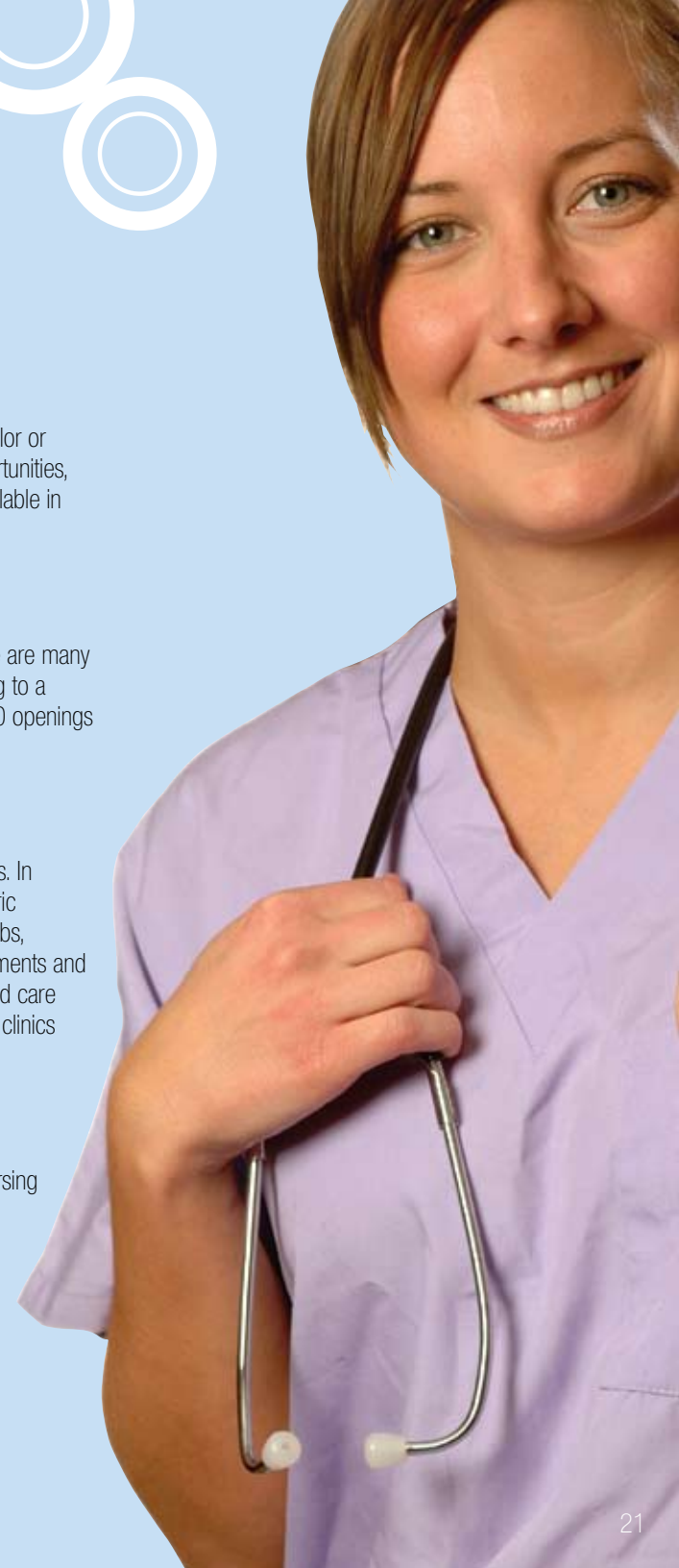
Nurses in general are in high demand in Alaska, and there are many opportunities for CCNs specifically. For example, according to a recent vacancy study, there are currently approximately 60 openings for CCNs across the state.

### Where are the jobs?

CCNs are employed wherever there are critically ill patients. In hospitals, CCNs work in intensive care units (ICUs), pediatric ICUs, neonatal ICUs, cardiac care units, cardiac catheter labs, telemetry units, progressive care units, emergency departments and recovery rooms. CCNs also work in home health, managed care organizations, nursing schools, outpatient surgery centers, clinics and flight units.

### What else is on this pathway?

Want to learn about other possible opportunities in the nursing career pathway? Be sure to read about certified nurse assistant and registered nurse – other health care "hot jobs" in Alaska!







## get on the medical provider path

### Is this the job for me?

Take this quick quiz to find out if community health aide is a good direction for you:

- ① Do you have a desire to help people?  
☐ YES   ☐ NO
- ② Want to live in a remote area, and maybe travel for your work?  
☐ YES   ☐ NO
- ③ Are you willing to respond to emergencies anytime?  
☐ YES   ☐ NO
- ④ Are you an independent worker and a good communicator?  
☐ YES   ☐ NO
- ⑤ Do you like to problem solve?  
☐ YES   ☐ NO
- ⑥ Do you enjoy math and science?  
☐ YES   ☐ NO
- ⑦ Want to get into a career in two years or less?  
☐ YES   ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Community health aides (CHAs), who exist only in Alaska, are one of the most important health care providers in the state's rural areas. CHAs, who are employed by tribal health organizations and work under the supervision of a referral physician, provide primary health care in Alaska's remote villages. Their training leads to becoming a community health practitioner (CHP).

As CHAs live and work in remote areas, they rely on telephone, e-mail and fax to communicate with their referral physicians. CHAs use the "Alaska Community Health Aide/Practitioner Manual" to guide them in providing care to a wide variety of patients, including elders, pregnant women, infants, children, accident victims, and mental health and chronic disease patients.

### What do CHAs do?

CHAs complete a variety of tasks, including:

- Maintain regular clinic hours and provide 24-hour emergency care.
- Interview and examine patients to identify health problems.
- Consult with referring physician.
- Order or run diagnostic tests.
- Treat or refer patients seeking care.
- Keep detailed patient records.
- Counsel patients and family members.

- Perform routine procedures, such as injections and stitches.
- Provide preventive health care.
- Administer dental prevention program.
- Provide well-child and prenatal care.
- Monitor care of the chronically ill.
- Maintain clinic records, supplies and pharmacy.
- Arrange patient travel to regional health care centers.
- Assist patients with filling out forms.
- Collaborate with social workers, teachers and others on health-related issues.
- Supervise other staff.
- Coordinate visits for itinerant health professionals, such as physicians and dentists.
- Take required continuing education classes.

### How much money can I make?

Hourly wages range from \$9.20 for a new CHA to \$39.95 for an experienced practitioner.



### **How do I become a CHA? How long does it take?**

To become a CHA, you must:

- Have math and English skills at or beyond the sixth grade level.
- Complete a series of basic training sessions and a clinical preceptorship.
- Provide proof of current emergency trauma technician or emergency medical technician training/certification.
- Complete a period of supervised clinical training.
- Usually be a local resident who intends to remain in the village.
- Be employed by a tribal health organization that operates a CHA program.

The basic CHA training series, which consists of 15 weeks divided into four sessions, typically takes about 14 months to complete. CHAs are paid a salary during their training, which is offered at four regional centers across the state. CHAs may complete additional clinical requirements and take an exam to become a CHP. CHAs and CHPs may also work toward an associate of applied science degree.

Learn more about CHA and CHP training programs in Alaska by reviewing the “training providers” section later in this publication.

### **Attention high school students!**

If you think you might want to become a CHA or CHP, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college preparatory or advanced placement (AP) courses. Other recommended classes and electives include:

- Biology
- Anatomy and physiology
- Computer applications
- Nutrition
- Foreign language
- Introduction to health care
- Safety and first aid

You should also discuss your plans with a teacher, counselor and parents, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### **Are there jobs available?**

According to a recent vacancy study, there is a high demand for CHAs and CHPs, and there are many opportunities for those just entering the field. For example, of the approximately 100 current job openings, 88 are open to new graduates.

### **Where are the jobs?**

CHAs generally work in the village where they live, although some CHAs may travel to a number of villages each year. CHAs are usually selected by the village council, and are employed by their tribal council or tribal health organization.

### **What else is on this pathway?**

Want to learn about other possible opportunities on the medical provider career pathway? Be sure to read about physician assistant and family physician – other health care “hot jobs” in Alaska!





## get on the medical provider path

### Is this the job for me?

Take this quick quiz to find out if physician assistant is a good direction for you:

- 1 Are you interested in practicing medicine?  
☐ YES ☐ NO
- 2 Do you have a desire to help people?  
☐ YES ☐ NO
- 3 Are you a good communicator?  
☐ YES ☐ NO
- 4 Do you like to problem solve?  
☐ YES ☐ NO
- 5 Do you enjoy math and science?  
☐ YES ☐ NO
- 6 Do you like to be part of a team?  
☐ YES ☐ NO
- 7 Are you willing to invest four to six years in education after high school?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Physician assistants (PAs) are highly skilled members of the health care team, who are licensed to practice medicine with the supervision of a licensed doctor. In urban areas, a PA may work side-by-side with their supervising physician, while in rural areas, PAs often work independently, while keeping in close communication with their supervisor.

PAs complete a wide range of duties, ranging from performing an exam to prescribing medicine, and running tests to handling medical emergencies. PAs can be found in many different settings, including hospitals, doctors' offices, nursing homes, prisons, community health clinics and rehabilitation centers. They work in primary care areas, such as family medicine, general practice or pediatrics, as well as specialty areas, such as surgery, emergency medicine and geriatrics.

### What do PAs do?

PAs complete a variety of tasks, including:

- Interview patients, and record patients' health history, progress and test results.
- Perform physical exams.
- Order and analyze diagnostic tests, including electrocardiograms, lab tests and X-rays.
- Explain test results to patients.

- Consult with supervising physician, as needed.
- Make diagnoses.
- Develop and monitor patient treatment plans.
- Perform therapeutic procedures, such as injections, suturing and cast application.
- Prescribe medicine.
- Respond to medical emergencies.
- Counsel patients about medications, preventative care, family planning, emotional problems and risk management.
- Manage doctors' offices.
- Order supplies and equipment.
- Supervise technicians and other assistants.
- Assist physicians during surgery and other medical procedures.

### How much money can I make?

In Alaska, PAs earn an average hourly wage of \$41.41, and have an average annual salary of \$86,130. For additional information on PA salaries, visit the American Academy of Physician Assistants Web site at [www.aapa.org](http://www.aapa.org).

### How do I become a PA? How long does it take?

To become a PA, you must:

- Have a high school diploma or GED.
- Complete at least two years of undergraduate coursework in the sciences; some PA programs require a bachelor's degree prior to admission.
- Graduate from an accredited PA program.
- Pass the Physician Assistant National Certification Exam.
- Obtain a PA license from the Alaska State Medical Board.

Earning a bachelor's degree typically takes four to five years, and PA programs take an additional two years to complete. Near the end of your training, you'll participate in supervised work experience.

It's important to note most PA programs require applicants to have previous health care experience. Some PAs begin their careers as community health aides, another health care "hot job."

Following graduation, you must take continuing education courses to renew your PA certification. You may also pursue post-graduate work if you want to specialize in a particular field, such as surgery, pediatrics or emergency medicine.

Learn more about PA programs in Alaska by reviewing the "training providers" section later in this publication.

### Attention high school students!

If you think you might want to become a PA, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college preparatory or advanced placement (AP) courses. Other recommended classes and electives include:

- Anatomy and physiology
- Health education
- Introduction to health care
- Emergency medical technology
- Advanced biology courses
- Advanced chemistry courses
- Psychology
- Leadership
- Computer applications
- Keyboarding

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### Are there jobs available?

There are currently many opportunities for PAs in Alaska, and that number is expected to grow substantially in the coming years. For example, according to the Alaska Physician Supply Task Force, Alaska will need to increase the number of PAs in the state by 240 during the next 20 years.

### Where are the jobs?

In Alaska, PAs work in both rural and urban settings. A majority of PAs work in clinics and physicians' offices. Other settings in Alaska include tribal health organizations, hospitals and nursing homes.

### What else is on this pathway?

Want to learn about other possible opportunities on the medical provider career pathway? Be sure to read about community health aide and family physician — other health care "hot jobs" in Alaska!





## get on the medical provider path

### Is this the job for me?

Take this quick quiz to find out if family physician is a good direction for you:

- 1 Do you want to help people by gaining an in-depth understanding of medical conditions, tests and treatments?  
☐ YES ☐ NO
- 2 Can you handle stressful situations?  
☐ YES ☐ NO
- 3 Are you a good communicator?  
☐ YES ☐ NO
- 4 Do you like to problem solve?  
☐ YES ☐ NO
- 5 Do you enjoy math and science?  
☐ YES ☐ NO
- 6 Are you an independent worker?  
☐ YES ☐ NO
- 7 Are you willing to commit about 11 years to education after high school?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Family physicians are doctors who see a wide variety of patients, including infants, children and adults both young and old. They usually see the same patients on a regular basis, and often are the first person patients come to for care.

Family physicians examine, diagnose and provide treatment to patients, and educate them on how to maintain and improve their health. When needed, family physicians refer patients to health care specialists for testing or treatment.

In addition to family practice, physicians can specialize in many other areas, including pediatrics, cardiology, neurology, internal medicine, surgery, ears/nose/throat, and ophthalmology.

### What do family physicians do?

Family physicians have a variety of responsibilities, including:

- Interview patients to obtain their personal health history.
- Conduct physical exams.
- Perform and order diagnostic tests, such as lab work and X-rays.
- Analyze test results and make diagnoses.
- Review treatment options with patients and their families.
- Prescribe medications and treatments.
- Counsel family members about patients' conditions.

- Refer patients to health care specialists, when needed.
- Monitor patients' condition and progress. Revise treatment, as needed.
- Counsel patients on preventive health measures, such as diet and exercise.
- Coordinate activities of a health care team that can include nurses, behavioral counselors and others.
- Consult with other health care professionals.
- Keep accurate, detailed records on each patient.
- Write reports for insurance companies and government agencies.
- Take classes to update skills.
- May oversee the business aspects of running an office.
- May perform medical procedures, such as delivering babies and performing surgery.
- May teach at medical schools.
- May do research on procedures and treatments for disease.

### How much money can I make?

In Alaska, family physicians earn an average hourly wage of \$69.54, and have an average annual salary of \$144,650.



### How do I become a family physician? How long does it take?

To become a family physician, you must:

- Have a high school diploma or GED.
- Earn a bachelor's degree. Be sure to get high grades and take courses required for admission to medical school.
- Graduate from medical school and complete an internship.
- Pass a state licensing exam.
- Complete a residency program in family and general medicine.
- May pass additional exams to become board-certified.

All together, it takes approximately 11 years of education after high school to become a family physician. Earning a bachelor's degree takes approximately four years, medical school takes another four years, and residency programs usually last three years. Through WWAMI, Alaska's medical school, you can complete three of your four years of medical school right here in Alaska. Learn more about this program by reviewing the "training providers" section later in this publication.

### Attention high school students!

If you think you might want to become a family physician, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college preparatory or advanced placement (AP) courses. Other recommended classes and electives include:

- As many math and science classes as possible
- Anatomy and physiology
- Child development
- Computer applications
- Food and nutrition
- Introduction to health care
- Safety and first aid
- Accounting
- Entrepreneurship
- Introduction to business

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community. There are several opportunities offered through the WWAMI program at the University of Alaska Anchorage, including a six-week summer enrichment program.

### Are there jobs available?

In the coming years, there is going to be a huge demand for physicians in Alaska. According to the Alaska Physician Supply Task Force, Alaska will need to add more than 1,100 practicing physicians to the work force over the next 20 years — nearly double the 1,347 physicians currently practicing in the state.

### Where are the jobs?

Family physicians are found all across the state in communities of all sizes. They work in doctors' offices, clinics, hospitals, and federal, state and local government agencies. Additionally, about 12 percent of family physicians are self-employed.

### What else is on this pathway?

Want to learn about other possible opportunities on the medical provider career pathway? Be sure to read about community health aide and physician assistant — other health care "hot jobs" in Alaska!



# MEDICAL LABORATORY TECHNICIAN



## get on the diagnostic services path

### Is this the job for me?

Take this quick quiz to find out if medical lab technician is a good direction for you:

- 1 Do you like to solve mysteries and put puzzles together?  
☐ YES   ☐ NO
- 2 Do you like to work on a team?  
☐ YES   ☐ NO
- 3 Are you very careful and exact in your work?  
☐ YES   ☐ NO
- 4 Do you enjoy hands-on science experiments and working with data?  
☐ YES   ☐ NO
- 5 Can you add, subtract, multiply and divide quickly and correctly?  
☐ YES   ☐ NO
- 6 Are you good at handling very small objects or small amounts of material?  
☐ YES   ☐ NO
- 7 Do you want to get into a career in about two years?  
☐ YES   ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Did you know more than 70 percent of physicians' medical decisions are based on laboratory test findings? And many times, it's a medical laboratory technician (MLT) who runs the tests doctors use to detect, diagnose and treat diseases.

Working under the supervision of a medical technologist, a MLT uses sophisticated instruments to analyze samples of body fluids, cells or tissues. MLTs usually work in hospital labs, clinics and doctors' offices.

### What do MLTs do?

In a typical day, a MLT may:

- Run tests using samples of body fluids, cells or tissues.
- Look for abnormalities or disease organisms.
- Evaluate test results.
- Keep accurate records of medical tests.
- Communicate with physicians, medical researchers and pathologists about test results.
- Select and prepare specimens and media for cell culture.
- Grow cell cultures using appropriate media and environmental conditions.
- Prepare slides for examination.
- Perform tests to determine blood type for blood transfusions or for

blood counts.

- Prepare specimens and use machines that automatically analyze samples.
- Follow detailed instructions to do tests by hand.
- Set up, adjust, clean and maintain lab equipment.
- May supervise other technicians and laboratory assistants.
- May conduct research under the supervision of medical researchers.

### How much money can I make?

In Alaska, MLTs earn an average hourly wage of \$20.67, and have an average annual salary of \$42,990.

### How do I become a MLT? How long does it take?

To become a MLT, you must:

- Have a high school diploma or GED, preferably with a background in science and math.
- Complete a MLT program.

Most MLT programs offer an associate's degree, which usually takes two years to earn. Some MLTs go on to complete more advanced medical programs to become medical technologists or physician assistants.

Learn more about MLT programs in Alaska by reviewing the “training providers” section later in this publication.

### **Attention high school students!**

Think you want to become a MLT? Well, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college preparatory or advanced placement (AP) courses. Other recommended classes and electives include:

- Anatomy and physiology
- Physical science
- Biology
- Chemistry
- Physics
- Pre-algebra, algebra and advanced algebra
- Medical lab technology
- Community health
- Safety and first aid
- Health care occupations
- Computer fundamentals
- Keyboarding
- Basic computer
- Computer technology

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### **Are there jobs available?**

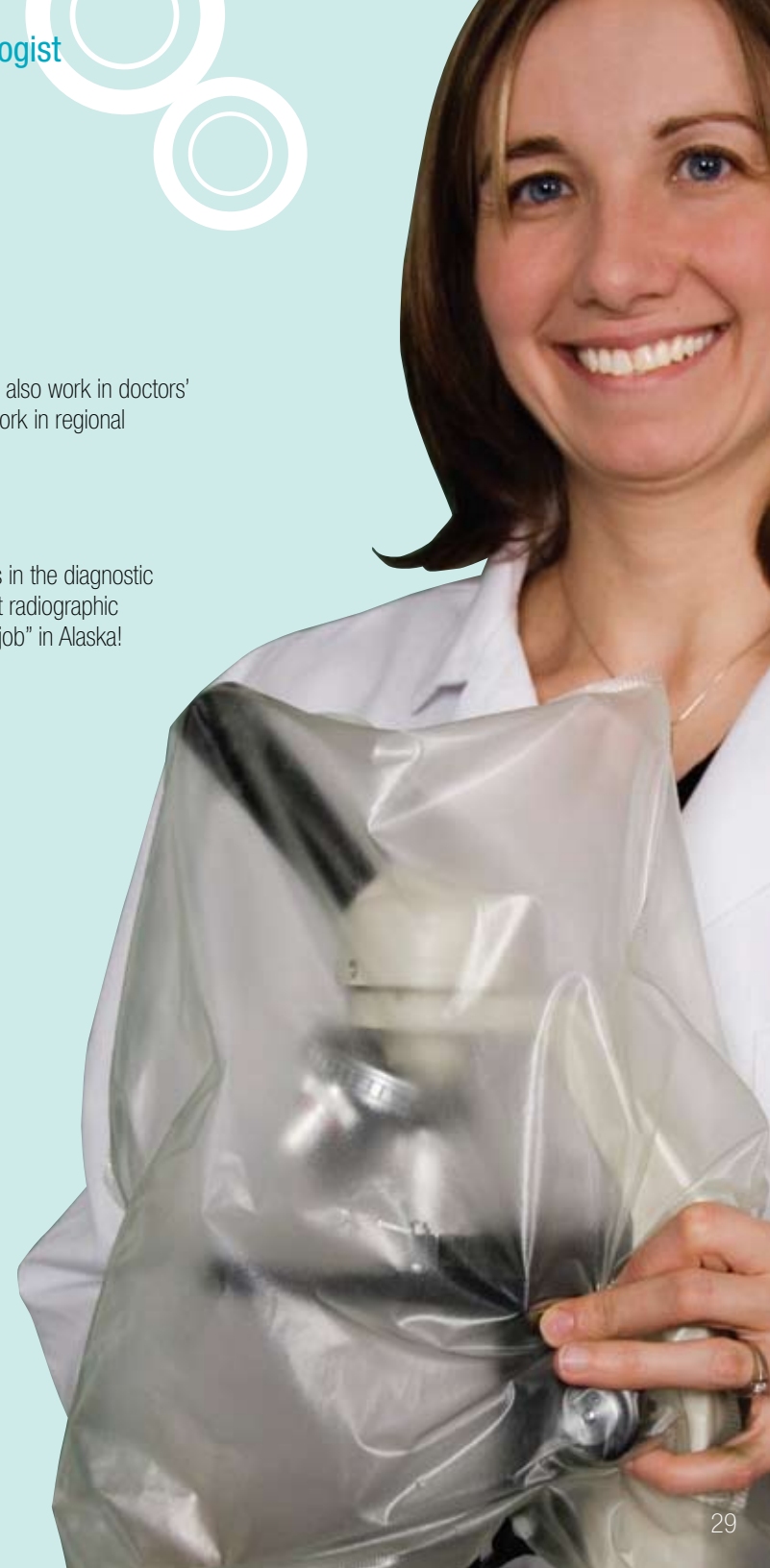
There are currently about eight job openings a year for MLTs in Alaska, and this occupation is expected to continue to grow quickly (21.3 percent growth compared to 14.8 percent for all occupations).

### **Where are the jobs?**

About one-third of MLTs work in hospitals. They also work in doctors' offices and clinics. In rural Alaska, MLTs often work in regional hospitals.

### **What else is on this pathway?**

Want to learn about other possible opportunities in the diagnostic services career pathway? Be sure to read about radiographic technologist – another diagnostic services “hot job” in Alaska!







# alan delarosa

## MEDICAL TECHNOLOGIST

Alan DelaRosa, currently working as a medical technologist, is a perfect example of a traveler on the health care career pathway. He began his health care career as a certified medical assistant at the Alaska Native Medical Center (ANMC) in Anchorage. He later got a job working as a medical laboratory assistant for the Yukon Kuskokwim Health Corporation, where he started taking online courses through the University of Alaska Anchorage (UAA) to earn his degree in medical laboratory technology.

After moving back to Anchorage, Alan completed UAA's two-year associate's degree program in medical laboratory technology, and immediately began working toward his bachelor's degree in medical technology. He completed that degree about two-and-a-half years later.

Alan also attended a professional health conference in Denver, Colorado called Pathways into Health, which was focused on health professionals who have a Native heritage and are currently working in the medical field.

"My education and training was important because it helped prepare me for the work force," said Alan, who was born in Honolulu, Hawaii, moved throughout the Lower 48 during his childhood, and graduated from Mountain Village High School in 1992. "I enjoy this field a lot

and was curious to know why I was running patient tests and what their results meant."

In his current job as a medical technologist at ANMC, Alan runs tests with patient samples to help physicians make diagnoses. "The enjoyable part of my job is making sure I give out accurate results and working with a nice staff," he said. "The tough part of my job is that it can get extremely busy, since we do have a limited work force, but it does make the time go faster."

Alan's education isn't over. He said he hopes to begin pursuing a master's degree, perhaps in public health, from UAA next year.

**"Start the basic classes right away and take summer classes, which will help you to get done sooner,"** Alan advised other students interested in the health care field.





# RADIOGRAPHIC TECHNOLOGIST



## get on the diagnostic services path

### Is this the job for me?

Take this quick quiz to find out if radiographic technologist is a good direction for you:

- 1 Are you interested in working in the medical field?  
☐ YES ☐ NO
- 2 Do you like to operate sophisticated equipment?  
☐ YES ☐ NO
- 3 Do you want a job where you help figure out and solve problems?  
☐ YES ☐ NO
- 4 Do you like to work as part of a team?  
☐ YES ☐ NO
- 5 Are you very detail-oriented?  
☐ YES ☐ NO
- 6 Are you good at explaining things?  
☐ YES ☐ NO
- 7 Want to get into a career in about two years?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

A radiographic technologist, also called an X-ray technologist or radiographer, uses highly sophisticated equipment to create images of patients' internal organs, tissues and bones. Physicians then use these images to diagnose and track the progress of patients' illnesses and injuries.

Following the instruction of physicians, radiographic technologists perform a variety of procedures such as X-rays, which show the body's bones, and fluoroscopies, which show the body's internal organs. With additional training, radiographic technologists can specialize in other procedures, such as magnetic resonance imaging (MRI) and computerized tomography (CT) scanning.

### What do radiographic technologists do?

Some common tasks performed by radiographic technologists include:

- Get instructions from doctors about which procedures to perform.
- Explain procedures to patients, and answer questions.
- Prepare patients for procedures. This may include starting an IV or giving patients a special liquid to drink.
- Make sure patients remove jewelry or other items that interfere with imaging equipment.
- Follow radiation safety measures to protect patients and staff.

- Make sure that only necessary parts of the patient's body are exposed to X-ray radiation. Protect the rest of patient's body with a lead apron.
- Position patient on the examining table and arrange equipment so that images can be made.
- Monitor patients during procedure, and report problems to doctors.
- Adjust exposure time and distance of X-ray equipment, using computer and mechanical controls.
- Monitor images shown on video screens.
- Review images and evaluate clarity to ensure doctors will be able to read them.
- Consult with doctors on the images.
- Oversee and train radiologic staff.
- Maintain and update patient records.
- Maintain special equipment.
- Take inventory of medical supplies.

### How much money can I make?

In Alaska, radiographic technologists earn an average hourly wage of \$27.63, and have an average annual salary of \$57,470.



### How do I become a radiographic technologist? How long does it take?

To become a radiographic technologist, you must:

- Have a high school diploma or GED.
- Complete a radiologic technology training program, preferably with an associate's degree or greater.
- May earn national certification by taking an exam.

Most radiographic technologists earn at least an associate's degree, which takes about two years of study, while others go on to earn a four-year bachelor's degree. Students may also pursue training in specialty areas, such as nuclear medicine technology, mammography, CT scanning, MRI and radiation therapy.

Learn more about radiographic technologist programs in Alaska by reviewing the "training providers" section later in this publication.

### Attention high school students!

Think you want to become a radiographic technologist? Well, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college preparatory or advanced placement (AP) courses. Other recommended classes and electives include:

- Anatomy and physiology
- Health care occupations
- Health education
- Medical lab technology
- Introduction to health care
- Basic computer
- Community health
- Computer technology
- Safety and first aid

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities,

such as field trips, job shadowing and internships, are available in your community.

### Are there jobs available?

There are currently about 15 job openings a year for radiographic technologists in Alaska, and this occupation is expected to continue to grow quickly (25.6 percent growth compared to 14.8 percent for all occupations).

### Where are the jobs?

Radiographic technologists work wherever there is a health care provider who has the equipment and authority to order images. About half of all radiographic technologists work in hospitals, while others work in doctors' offices, medical labs, clinics and dental offices.

### What else is on this pathway?

Want to learn about other possible opportunities in the diagnostic services career pathway? Be sure to read about medical laboratory technicians — another diagnostic services "hot job" in Alaska!





ethan nelson

## RADIOGRAPHIC TECHNOLOGIST

When Ethan Nelson found out his sister was expecting twins, he not only realized he was going to be an uncle, he also discovered his future career — a radiographic technologist, also called a radiology technologist.

“When my sister dragged me along to one of her ultrasound exams, I was so intrigued by the technology, the images and the professionalism of the ultrasound technologist that I looked into the field,” said Ethan, who had been taking classes at the University of Alaska Fairbanks (UAF), but was unsure what he wanted to do career-wise.

Ethan soon found that a radiology technology program was offered through UAF by the University of Alaska Anchorage. He enrolled and, two years later, he graduated with an associate of applied science in radiology technology and is now working in the field. Currently employed at Fairbanks Urgent Care, Ethan recently accepted a position at Fairbanks Memorial Hospital.

“I enjoy working at a small clinic, but I really want to work in a hospital where the full extent of my radiology skills can be applied,” said Ethan, who was recently awarded the title of registered technologist by the American Registry of Radiologic Technologists.

In his job, Ethan said he uses a combination of quality patient care and X-ray equipment to obtain diagnostic images for radiologists to read and provide diagnoses.

“With radiology technology, I get to interact with people and am also taking part in improving the lives of those in need through the use of cutting-edge technology,” he said. “I love that each workday is so diverse and unique. Every patient has different needs to be met. I never know what learning experience is waiting around the corner for me.”

In the future, Ethan said he is interested in furthering his education and going into a specialized field, such as computerized tomography (CT). He said he is also interested in teaching.

“It may seem like a lot of work to become a radiology technologist, but it is all worth it,” he said.







## get on the dental careers path

### Is this the job for me?

Take this quick quiz to find out if dental assistant is a good direction for you:

- 1 Are you interested in helping people get and maintain good oral health?  
☐ YES ☐ NO
- 2 Do you like working as part of a team?  
☐ YES ☐ NO
- 3 Are you good at making people feel comfortable?  
☐ YES ☐ NO
- 4 Do you like to teach and assist others?  
☐ YES ☐ NO
- 5 Do you like to work with delicate tools and instruments?  
☐ YES ☐ NO
- 6 Do you like to stay busy and do a variety of tasks?  
☐ YES ☐ NO
- 7 Do you want to get into a career in as little as one year?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Dental assistants help dentists with a variety of tasks, ranging from patient care to office work to lab duties. For example, a dental assistant may prepare patients for their exam and treatment, then provide chair-side assistance to the dentist. Afterwards, a dental assistant may sterilize instruments and equipment, and record information in the patient's chart. Dental assistants may also help with billing, appointment scheduling and ordering supplies.

Dental assistants, who are often the first professionals patients come into contact with in a dentist's office, also play a key role in making sure patients feel as comfortable as possible.

### What do dental assistants do?

Tasks commonly performed by dental assistants include:

- Sterilize instruments and equipment, and prepare trays.
- Prepare patient for exams and procedures.
- Answer questions and make patients as comfortable as possible.
- Assist dentists as they examine and treat patients.
- Hand instruments and materials to dentists.
- Clear patients' mouths using suction or other devices.
- Take dental X-rays and process film.
- Record information in patients' charts.

- Teach patients about general oral health care. Provide instructions.
- Take alginate impressions.
- Place dental sealants.
- Apply fluoride to patients' teeth.
- Clean and polish removable dental appliances, such as bridges.
- Make temporary crowns.
- Schedule and confirm patient appointments.
- Keep records, send bills and take payments.
- Order dental supplies and materials.

### How much money can I make?

In Alaska, dental assistants earn an average hourly wage of \$17.66, and have an average annual salary of \$36,730.

### How do I become a dental assistant? How long does it take?

To become a dental assistant, you must:

- Have a high school diploma or GED.
- Complete a training program, which includes class work, lab work and a clinical externship.
- May become certified by taking a national certification exam.



Dental assisting programs typically offer either a certificate or an associate's degree. A certificate usually takes one year of full-time study after high school, while an associate's degree takes two to three years.

Learn more about dental assistant programs in Alaska by reviewing the "training providers" section later in this publication.

### **Attention high school students!**

Think you want to become a dental assistant? Well, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. Other recommended classes and electives include:

- Health education
- Medical office
- Community health
- Safety and first aid
- Health care occupations
- Anatomy and physiology
- Psychology
- Computer fundamentals
- Keyboarding
- General computer applications

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### **Are there jobs available?**

There are currently about 45 job openings a year for dental assistants in Alaska, and this occupation is expected to continue to grow quickly (35.6 percent growth compared to 14.8 percent for all occupations).

### **Where are the jobs?**

Dental assistants in Alaska work wherever dentists practice. Most dental assistants work in private dental offices. In rural Alaska, many dental assistants work for the Indian Health Service or regional health corporations.

### **What else is on this pathway?**

Although dental assisting is the only "hot job" featured in this publication, there are several other high-demand jobs on the dental careers pathway, such as dental health aide, dental hygienist and dentist! See the "how to find out more information" section of this publication to learn more.





# michelle estrella

## DENTAL ASSISTANT

When Michelle Estrella graduated from East Anchorage High School in 2006, she wanted to work on cars. Her parents wanted her to be a nurse. So they compromised, and Michelle entered the dental assisting certificate program at the University of Alaska Anchorage (UAA).

Turns out it was a great compromise. A year later, she graduated with a certificate in dental assisting, succeeded in her externship and is now working full-time at the Alaska Veterans Affairs Healthcare System and Regional Office.

"At first I thought this was a good job to have while I decided on what I really wanted to do, but I love my job so much that this could be my career of choice," Michelle said.

As a dental assistant, Michelle helps and cleans the operatory before and after each patient, takes X-rays and alginate impressions, pours study models, gives patients instructions, and schedules patients for their next appointments.

"There are many different things that I enjoy about my job — the friendly atmosphere, the varieties of dental procedures and the patients themselves," Michelle said. "The most enjoyable part of my

job is the teamwork between the dentist and the staff members, and even the patients. I also enjoy learning and sharing knowledge with the other assistants, because there is always something to new learn."

Michelle certainly does enjoy learning. She is currently pursuing her associate's degree in dental assisting at UAA, and expects to graduate in spring 2009. She said she is also considering additional education to become a dental hygienist.

"I chose the dental field because I always enjoyed trips to the dentist and I always thought teeth were interesting," Michelle said.

"I also saw a direct path from the education to the employment, and I knew that this job would be great as a beginning or a career. It was the best choice for me all the way around."





## get on the clinical services path

### Is this the job for me?

Take this quick quiz to find out if medical assistant is a good direction for you:

- 1 Do you want to learn how to perform basic medical tasks?  
☐ YES ☐ NO
- 2 Are you interested in hands-on clinical work and administrative tasks?  
☐ YES ☐ NO
- 3 Are you a multi-tasker?  
☐ YES ☐ NO
- 4 Are you a good communicator?  
☐ YES ☐ NO
- 5 Do you like math and science?  
☐ YES ☐ NO
- 6 Do you like to work alone and with others?  
☐ YES ☐ NO
- 7 Want to get into a career in two years or less?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Medical assistants help care for patients, usually in doctors' offices and clinics. Working under the supervision of physicians, medical assistants perform basic clinical duties, such as taking patients' health histories and vital signs, as well as administrative tasks, such as answering telephones and scheduling appointments. With additional training, medical assistants can specialize in areas such as ophthalmology, which gives them the skills to perform extra duties related to eye care.

### What do medical assistants do?

The responsibilities of medical assistants vary, depending on the type and size of facility they work in. For example, in a large clinic, a medical assistant may do either administrative or clinical work, while in a small practice, a medical assistant may perform both administrative and clinical duties. The following list includes a range of duties a medical assistant may be responsible for:

- Greet patients and escort them to exam rooms.
- Take patients' health histories and vital signs.
- Assist doctors during patient exams.
- Collect blood and other samples for routine lab tests.
- Prepare and administer medications, as directed by a physician.
- Change dressings and bandages. Remove stitches.

- Operate X-ray, electrocardiograph (EKG) and other equipment.
- Explain treatments, medications and instructions to patients.
- Clean exam rooms, dispose of used materials, arrange equipment and sterilize instruments.
- Complete insurance forms and maintain medical records.
- Contact other medical facilities to schedule patients for tests.
- Schedule appointments and receive payment for services.
- Check inventory, and order medical supplies and materials.
- Prepare and mail statements to patients. Update billing records.
- Take classes to keep knowledge and skills up-to-date.

### How much money can I make?

In Alaska, medical assistants earn an average hourly wage of \$15.27, and have an average annual salary of \$31,770.

### How do I become a medical assistant? How long does it take?

To become a medical assistant, you must:

- Have a high school diploma or GED.
- Graduate from a medical assisting program.
- May take a certification exam.



Medical assisting programs typically offer either a certificate or an associate's degree. Certificates usually take about one year of full-time study after high school, and associate's degrees typically take two years. After graduation, medical assistants can also become certified by taking a certification exam.

Learn more about medical assistant programs in Alaska by reviewing the "training providers" section later in this publication.

### **Attention high school students!**

Think you want to become a medical assistant? Well, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. Other recommended classes and electives include:

- Anatomy and physiology
- Introduction to health care
- Certified nursing assisting
- Safety and first aid
- Health education
- Psychology
- Introduction to business
- Business and applied English
- Business math
- Accounting
- Computer applications
- Keyboarding

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### **Are there jobs available?**

There are currently about 30 job openings a year for medical assistants in Alaska, and this occupation is expected to continue to grow quickly (35.6 percent growth compared to 14.8 percent for all occupations).

### **Where are the jobs?**

Medical assistants are often employed in doctors' offices, clinics and other health care provider offices. In rural Alaska, medical assistants work for regional health corporations, state and federal agencies, or community-based health care programs.

### **What else is on this pathway?**

Want to learn about other possible opportunities in the clinical services career pathway? Be sure to read about pharmacy technicians and pharmacists – other clinical services "hot jobs" in Alaska!





## get on the clinical services path

### Is this the job for me?

Take this quick quiz to find out if pharmacy technician is a good direction for you:

- 1 Are you interested in working with medications?  
☐ YES ☐ NO
- 2 Are you detail-oriented and very exact in your work?  
☐ YES ☐ NO
- 3 Are you good with people?  
☐ YES ☐ NO
- 4 Do you mind repeating the same tasks over and over again?  
☐ YES ☐ NO
- 5 Do you enjoy math and science?  
☐ YES ☐ NO
- 6 Can you handle stressful situations?  
☐ YES ☐ NO
- 7 Do you want to get into a career in one to two years?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Pharmacy technicians help pharmacists prepare and fill prescriptions, and provide information and other health care products to patients. Due to the nature of their job, pharmacy technicians must be very exact and careful in their work. Pharmacy technicians work under the supervision of a licensed pharmacist, and are often employed in drug stores, hospitals, clinics and drug companies.

### What do pharmacy technicians do?

The responsibilities of a pharmacy technician differ depending on where they work. For example, in a drug store, a pharmacy technician may operate a cash register, while in a hospital, they may deliver medication to patients' rooms. The following list outlines the common duties of a pharmacy technician:

- Review and verify prescriptions or requests for refills.
- Maintain proper storage and security for drugs.
- Fill bottles with prescribed medications. Prepare and attach labels to containers.
- Monitor machines that fill prescriptions.
- Count, measure or mix medications.
- Check for authenticity, accuracy and completeness of prescriptions.
- Price and file prescriptions that have been filled.
- Review patient records to determine possible drug interactions.

- Run cash register.
- Prepare insurance claim forms.
- Answer telephones and respond to customer questions.
- Clean and sterilize pharmacy equipment.
- Create and update patient profiles.
- Calculate charges for medication and equipment.
- Deliver medications and supplies to patients or staff.
- Count inventory and enter data into computer.
- Receive and store incoming supplies.
- Sell other health care products and services.

### How much money can I make?

In Alaska, pharmacy technicians earn an average hourly wage of \$16.23, and have an average annual salary of \$33,760.

### How do I become a pharmacy technician? How long does it take?

To become a pharmacy technician, you must:

- Have a high school diploma or GED.
- Be at least 18 years of age.
- Complete on-the-job training or a formal training program.

- Be fluent in reading, writing and speaking English.
- Have an active Alaska State Pharmacy Technician License.
- May become nationally certified.

Employers often prefer applicants who have completed formal training. Formal pharmacy technician programs offer either certificates or associate's degrees. Certificates usually take one year of full-time study, and associate's degrees typically take two years.

While not required, pharmacy technicians may also earn national certification by taking an exam.

Learn more about pharmacy technician programs in Alaska by reviewing the "training providers" section later in this publication.

### Attention high school students!

Think you want to become a pharmacy technician? Well, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. Other recommended classes and electives include:

- |                               |                              |
|-------------------------------|------------------------------|
| • Health education            | • Anatomy and physiology     |
| • Introduction to health care | • Probability and statistics |
| • Community health            | • Consumer law               |
| • Safety and first aid        | • Computer applications      |
| • Health care occupations     | • Keyboarding                |
| • Chemistry                   |                              |

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### Are there jobs available?

There are currently about 17 job openings a year for pharmacy technicians in Alaska, and this occupation is expected to continue to grow quickly (26 percent growth compared to 14.8 percent for all occupations).

### Where are the jobs?

Pharmacy technicians work wherever pharmacists are employed. About half of all pharmacy technicians work in retail drug stores, while others work in hospitals, clinics, nursing homes and research laboratories.

### What else is on this pathway?

Want to learn about other possible opportunities in the clinical services career pathway? Be sure to read about medical assistants and pharmacists — other clinical services "hot jobs" in Alaska!





## get on the clinical services path

### Is this the job for me?

Take this quick quiz to find out if pharmacist is a good direction for you:

- 1 Do you want an in-depth understanding of what medications are and how they affect the body?  
☐ YES ☐ NO
- 2 Are you very exact and detailed?  
☐ YES ☐ NO
- 3 Do you enjoy talking and explaining things to people?  
☐ YES ☐ NO
- 4 Are you strong in math and science?  
☐ YES ☐ NO
- 5 Do you like practical, hands-on work?  
☐ YES ☐ NO
- 6 Do you want a job where you train and supervise others?  
☐ YES ☐ NO
- 7 Are you willing to invest six or more years in your education?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Pharmacists are specialists in the science and use of medications. They have the very important job of preparing and dispensing medications that are prescribed by doctors and other health care workers. In addition to dispensing drugs, pharmacists also make sure prescribed medications will not interact with other drugs the patient may be taking, and ensures that the medication and dosage are appropriate. Pharmacists also educate patients about the medication they are taking.

Pharmacists work in hospitals, nursing homes and retail drug stores. Some pharmacists specialize in areas such as community health, home health, hospital medicine, nuclear pharmacy, quality control or research.

### What do pharmacists do?

Common responsibilities of a pharmacist include:

- Dispense drugs prescribed by doctors and health care workers.
- Review prescriptions for accuracy before dispensing.
- Ask patients about symptoms and current medicines they are taking.
- Instruct patients on how to store and use various medicines.
- Provide information to patients about dosage, side effects and drug interactions.
- Analyze patient records to prevent overuse or interactions.
- Determine the strength, type and purity of medications.

- Prepare sterile equipment for use by doctors and patients.
- Order drugs and other medical supplies.
- Monitor the security of controlled substances and the disposal of hazardous waste.
- Maintain records, such as pharmacy inventory and patient profiles.
- Hire, train and supervise employees and interns.
- Review, monitor and evaluate drug therapies for patients.
- Provide services to help patients manage special health conditions.
- Answer questions and make recommendations to customers about over-the-counter drugs and medical supplies.
- Advise health care providers on selection and effects of drugs.
- Provide information and activities that promote health.
- Refer patients to other health care resources or providers.
- May compound (mix) medications using standard formulas and processes.

### How much money can I make?

In Alaska, pharmacists earn an average hourly wage of \$50.77, and have an average annual salary of \$105,610.

### How do I become a pharmacist? How long does it take?

To become a pharmacist, you must:



- Have a high school diploma or GED.
- Be fluent in reading, writing and speaking English.
- Complete at least two years of accredited college work prior to entering pharmacy school.
- Graduate from a four-year pharmacy school with a doctor of pharmacy (PharmD) degree.
- May need to complete a residency after graduation.
- Complete a 1,500-hour internship under the direct supervision of a licensed pharmacist.
- Pass the North American Pharmacist Licensure Exam (NAPLEX) and Multistate Pharmacy Jurisprudence Exam (MPJE).
- Obtain an Alaska pharmacist license.
- Complete 30 hours of continuing education every two years.

After high school, it takes approximately six years of education to become a pharmacist, including two years of college-level, pre-pharmacy courses and four years of pharmacy school. Some pharmacists choose to pursue advanced degrees, such as master's degrees or doctorates.

While there are currently no pharmacy programs in Alaska, planning has begun to bring and host programs in the state. A pre-pharmacy program is also under development. Learn more by reviewing the "training providers" section later in this publication.

### Attention high school students!

Think you want to become a pharmacist? Well, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college-preparatory and advanced placement (AP) classes. Other recommended classes and electives include:

- Anatomy and physiology
- Health education
- Introduction to health care
- Health care occupations
- Trigonometry
- Physics
- Biology
- Chemistry
- Computer applications
- Keyboarding

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### Are there jobs available?

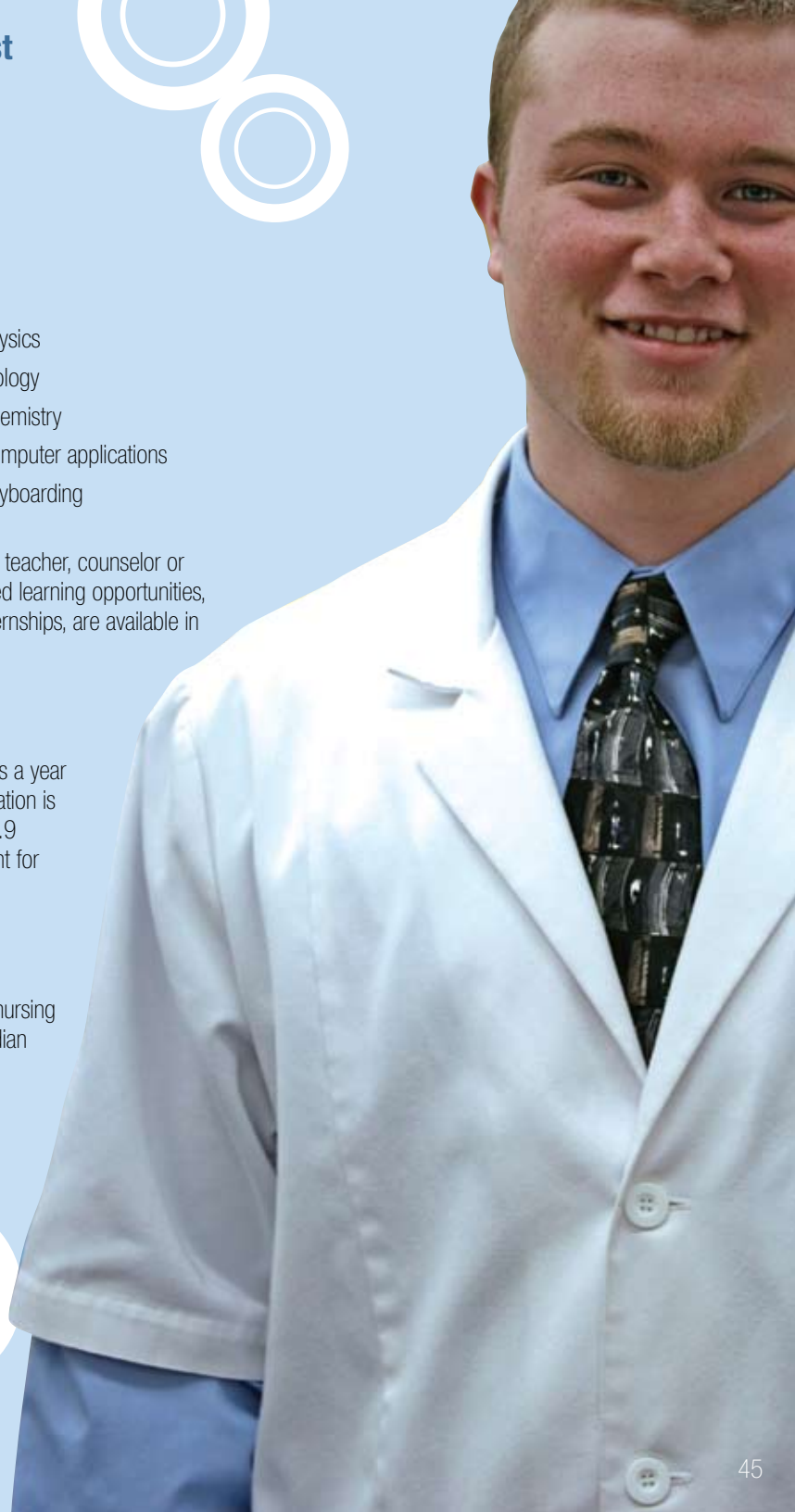
There are currently about 16 job openings a year for pharmacists in Alaska, and this occupation is expected to continue to grow quickly (25.9 percent growth compared to 14.8 percent for all occupations).

### Where are the jobs?

In Alaska, pharmacists work in hospitals, nursing homes, retail drug stores, and with the Indian Health Service.

### What else is on this pathway?

Want to learn about other possible opportunities in the clinical services career pathway? Be sure to read about medical assistants and pharmacy technicians — other clinical services "hot jobs" in Alaska!



# CODING /BILLING SPECIALIST



## get on the administrative services path

### Is this the job for me?

Take this quick quiz to find out if coding/billing specialist is a good direction for you:

- ① Are you interested in health care, but don't want to perform patient care?  
☐ YES ☐ NO
- ② Are you organized and good at looking things up quickly?  
☐ YES ☐ NO
- ③ Do you like working with numbers?  
☐ YES ☐ NO
- ④ Are you careful, detailed and accurate?  
☐ YES ☐ NO
- ⑤ Do you have excellent communication skills?  
☐ YES ☐ NO
- ⑥ Are you good with computers?  
☐ YES ☐ NO
- ⑦ Do you want to get into a career in two years or less?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Coding/billing specialists, who work in doctors' offices, hospitals and other medical facilities, specialize in coding patient information for billing and research purposes. Using standard coding systems, coding/billing specialists review patients' records and assign codes for each diagnosis and procedure. They then report this information to insurance companies or other third-party payors, so the medical provider can be reimbursed for expenses. Coded information may also be used by researchers and public health officials.

In addition to being organized and having good computer skills, coding/billing specialists must also have a solid background in medical terminology, disease processes, pharmacology, anatomy and physiology, and patient privacy laws.

### What do coding/billing specialists do?

Tasks commonly performed by coding/billing specialists include:

- Review and analyze patients' medical records.
- Assign numeric or alphanumeric codes for each diagnosis and procedure, using standard coding systems.
- Code and enter data on insurance forms.
- Calculate how much patients owe.
- Bill insurance companies and prepare patients' invoices.
- Operate computers and use software to post totals, transcribe data

and encode documents.

- Update records when payments are received.
- Sort items for processing or collection.
- Talk with patients to obtain or give account information.
- Answer questions about rates and procedures.
- Resolve billing errors.
- Keep files secure and confidential.

### How much money can I make?

Alaska-specific wage information on medical coding/billing specialists is not available. However, general billing and posting clerks in Alaska earn an average hourly wage of \$16.50, and have an average annual salary of \$34,320.

### How do I become a coding/billing specialist? How long does it take?

To become a coding/billing specialist, you must:

- Have a high school diploma or GED.
- Complete coding/billing courses, receive on-the-job training or obtain a certificate.
- May earn national certification.

While a formal training program is not required for this position, there are a number of courses and certificate programs that prepare students to work as coding/billing specialists. Most certificate programs take two years or less to complete.

Coding/billing specialists may also become certified. Due to the constant changes in medical office technology, it is also important for coding/billing specialists to take classes to keep their skills up-to-date.

Learn more about coding/billing specialist programs in Alaska by reviewing the “training providers” section later in this publication.

### **Attention high school students!**

Think you want to become a coding/billing specialist? Well, the time to start planning is now. Review this list of recommended courses to take in high school, then discuss your plans with your parents or school counselor.

- Office procedures
- Keyboarding
- Business and applied English
- Health education
- Medical terminology
- Anatomy and physiology
- Biology
- Business math

Also, check with a teacher or counselor to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### **Are there jobs available?**

While the specific number of job openings for coding/billing specialists in Alaska is not available, this occupation has been identified as a high-demand job in the state.

### **Where are the jobs?**

Coding/billing specialists can be found in hospitals, medical clinics, doctors' offices, veterinary hospitals, long-term care facilities and behavioral health facilities. Native health corporations also provide job opportunities.

### **What else is on this pathway?**

Want to learn about other possible opportunities in the administrative services career pathway? Be sure to read about health information technicians — another administrative services “hot job” in Alaska!



# HEALTH INFORMATION TECHNICIAN



## get on the administrative services path

### Is this the job for me?

Take this quick quiz to find out if health information technician is a good direction for you:

- 1 Are you interested in health care, but don't want to provide patient care?  
☐ YES ☐ NO
- 2 Do you enjoy math, science, management, law and computers?  
☐ YES ☐ NO
- 3 Do you like to organize and arrange things and information?  
☐ YES ☐ NO
- 4 Do you like to work independently, with others or some of both?  
☐ YES ☐ NO
- 5 Do you enjoy handling numbers?  
☐ YES ☐ NO
- 6 Are you detail-oriented?  
☐ YES ☐ NO
- 7 Do you want to get into a career in about two years?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Health information technicians, also called medical records technicians, are responsible for gathering, organizing and updating patients' medical records. This is a very important job, as physicians and other health care workers rely on these records, which include comprehensive information on patients' symptoms, medical history, test results, X-rays, diagnoses and treatment plans.

### What do health information technicians do?

Common tasks performed by a health information technician include:

- Collect, code and maintain patients' medical records.
- Process patient admission and discharge forms.
- Make sure records are complete and accurate.
- Develop organized filing and storage systems.
- Keep files secure and confidential.
- Talk to physicians and other health care workers to gather missing information about patients.
- Enter patient information, such as diagnoses and treatments, into computers.
- Assign codes to each diagnosis and procedure, using standard coding systems.
- Compile and maintain special records, called registries, on patients who have certain health problems, such as cancer. Analyze data to

provide research information.

- Assemble and analyze patient data to help improve patient care or control costs.
- Prepare medical records for release to authorized parties, such as insurance companies or lawyers.
- May specialize in coding diagnoses and procedures.
- May supervise and train other medical records staff.
- May bill insurance companies and prepare patients' invoices.
- May perform medical transcription.

### How much money can I make?

In Alaska, health information technicians earn an average hourly wage of \$15.28, and have an average annual salary of \$31,780.

### How do I become a health information technician? How long does it take?

To become a health information technician, you must:

- Have a high school diploma or GED.
- Graduate from a health information technology program.
- May become certified.

Most health information technology programs offer associate's degrees, which take about two years to complete. Some health



information technicians go on to earn bachelor's degrees, which prepares them to work as managers or administrators. This degree takes about four years.

After completing an accredited program, graduates are eligible to earn their Registered Health Information Technician (RHIT) credential by passing a national exam. Technicians with the RHIT credential are required to complete 20 hours of continuing education every two years.

Learn more about health information technician programs in Alaska by reviewing the "training providers" section later in this publication.

### Attention high school students!

Think you want to become a health information technician? Well, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college-preparatory and advanced placement (AP) classes. Other recommended classes and electives include:

- Anatomy and physiology
- Keyboarding
- Introduction to health care
- Computer applications
- Medical office
- Probability and statistics
- Medical terminology

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### Are there jobs available?

Nationwide, the health information technician occupation is expected to grow twice as fast as all other occupations (28.9 percent growth for this job compared to 13 percent for all occupations). Health information technician has also been identified as a high-demand job in Alaska.

### Where are the jobs?

Approximately one-third of all health information technicians work in hospitals. Jobs are also available in clinics, doctors' offices, nursing homes and outpatient care centers.

### What else is on this pathway?

Want to learn about other possible opportunities in the administrative services career pathway? Be sure to read about coding/billing specialists – another administrative services "hot job" in Alaska!





## get on the rehab therapy path

### Is this the job for me?

Take this quick quiz to find out if physical therapist is a good direction for you:

- 1 Are you good at teaching, explaining and motivating people?  
☐ YES ☐ NO
- 2 Do you like to evaluate problems, and come up with the best solution?  
☐ YES ☐ NO
- 3 Are you good at dealing with many different types of people?  
☐ YES ☐ NO
- 4 Are you caring, compassionate and patient?  
☐ YES ☐ NO
- 5 Do you want to assist others in reaching their goals?  
☐ YES ☐ NO
- 6 Do you like physical, hands-on work?  
☐ YES ☐ NO
- 7 Are you willing to invest about seven years in your education?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Physical therapists work to diagnose a problem, relieve pain, and increase strength and mobility in patients who are dealing with injury, illness, disabilities, birth defects or aging. Physical therapists also work in the area of prevention, helping patients avoid disease or disability, or stop existing conditions from worsening. Physical therapists use a wide variety of exercises and treatments to help their patients reach specific goals, whether that be to regain the use of their legs or set a new athletic record.

With additional education, physical therapists can specialize in areas such as geriatrics, hand rehabilitation, home health, orthopedics, pediatrics, research, sports medicine and women's health.

### What do physical therapists do?

Some common responsibilities of physical therapists include:

- Receive referrals from doctors or other health care professionals.
- Review patients' medical history.
- Evaluate patients' posture, balance, strength, muscle function and range of motion.
- Identify problems and make a diagnosis.
- Create individualized treatment programs for patients.
- Explain treatments to patients and answer related questions.
- Establish exercise programs to improve flexibility, strength and agility.

- Provide treatments, such as massage, traction, ultrasound, electrical stimulation, or hot and cold packs.
- Instruct patients and their families on treatments and exercises to be done at home.
- Evaluate patients' progress and modify treatment plans, when necessary.
- Consult with other medical providers about patients' progress.
- Maintain complete, accurate records on patients' treatment, goals and progress.
- Refer patients to other health care providers, when necessary.
- Lead group activities and perform community health screenings.
- Research medical and physical therapy methods.
- Provide education on injury prevention and treatment.
- Supervise physical therapist assistants and aides.
- Teach physical therapy students and other medical staff.

### How much money can I make?

In Alaska, physical therapists earn an average hourly wage of \$38.61.

### **How do I become a physical therapist? How long does it take?**

To become a physical therapist, you must:

- Have a high school diploma or GED.
- Earn a bachelor's degree.
- Graduate from an accredited program with a master's degree or higher in physical therapy.
- Pass the National Physical Therapy exam.
- Obtain a state license.

To be accepted into a physical therapy program, you must have a bachelor's degree, which takes about four years to complete. Some physical therapy programs offer a master's degree, however, most programs are starting to offer only doctoral degrees. These programs take about three years to complete.

Some people start out as physical therapy assistants, then go on to pursue additional education to become physical therapists. Physical therapy assistant programs typically take two years to complete.

While there are currently no physical therapy programs in Alaska, planning has begun to bring and host programs in the state. A pre-physical therapy program is also available in-state. Learn more by reviewing the "training providers" section later in this publication.

### **Attention high school students!**

Think you want to become a physical therapist? Well, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college-preparatory and advanced placement (AP) classes. Other recommended classes and electives include:

- Anatomy and physiology
- Health education
- Introduction to health care
- Certified nursing assisting
- Computer applications
- Keyboarding

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### **Are there jobs available?**

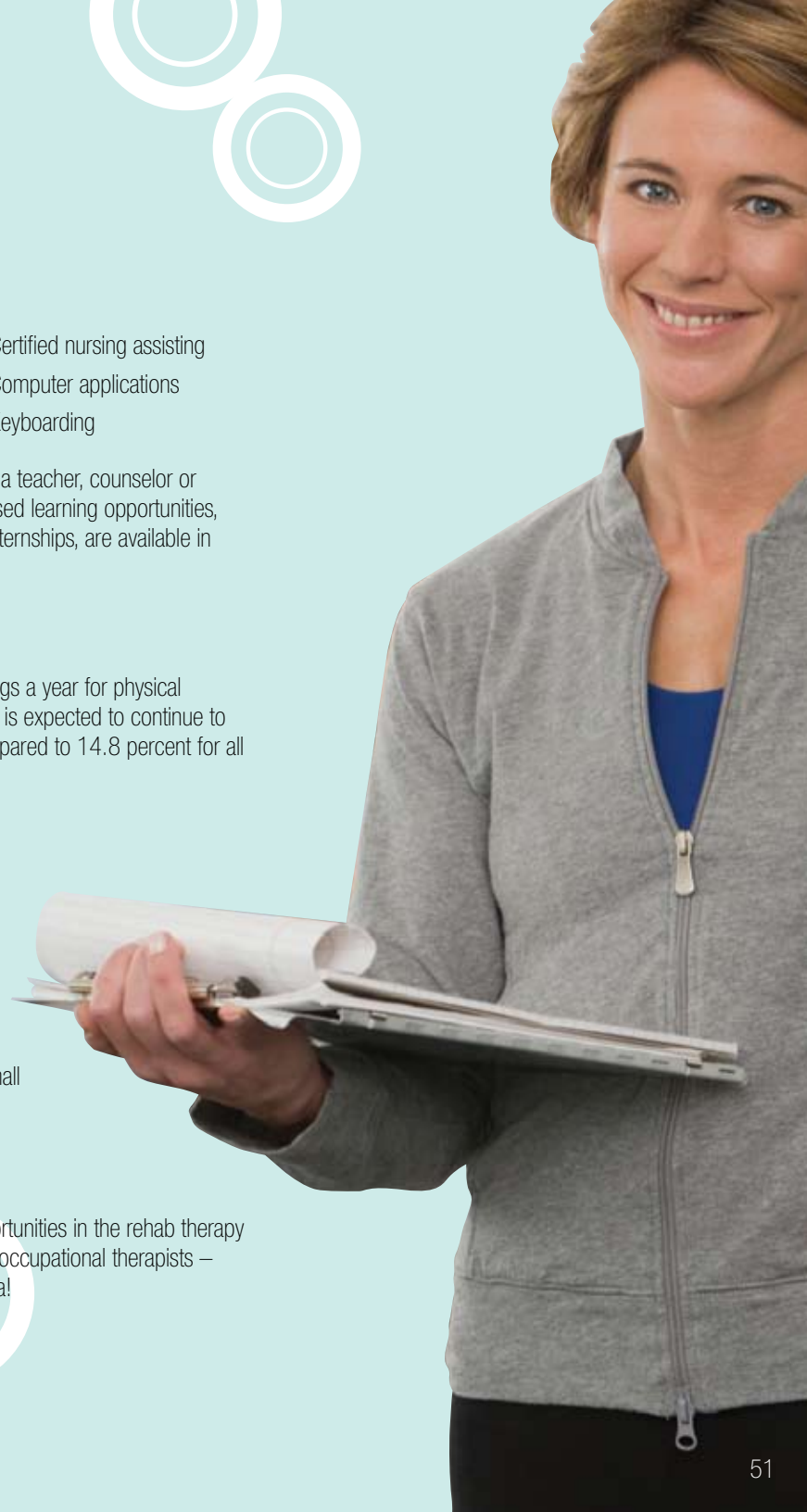
There are currently about 11 job openings a year for physical therapists in Alaska, and this occupation is expected to continue to grow quickly (24.6 percent growth compared to 14.8 percent for all occupations).

### **Where are the jobs?**

In Alaska, physical therapists work for physical therapy clinics, hospitals, home health care services, nursing homes, doctors' offices, athletic departments, private practices and school districts. In rural areas, physical therapists often work in regional hospitals or travel to small communities to provide care.

### **What else is on this pathway?**

Want to learn about other possible opportunities in the rehab therapy career pathway? Be sure to read about occupational therapists – another rehab therapy "hot job" in Alaska!





## get on the rehab therapy path

### Is this the job for me?

Take this quick quiz to find out if occupational therapist is a good direction for you:

- 1 Would you like to help people get the skills they need to live independently?  
☐ YES ☐ NO
- 2 Do you like to develop creative ways to address challenges?  
☐ YES ☐ NO
- 3 Would you describe yourself as caring and compassionate?  
☐ YES ☐ NO
- 4 Do you like to teach, help and encourage people?  
☐ YES ☐ NO
- 5 Do you enjoy working on a team?  
☐ YES ☐ NO
- 6 Do you prefer hands-on work?  
☐ YES ☐ NO
- 7 Are you willing to invest six to seven years in your education?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Brushing your teeth. Writing a check. Driving a car. These may seem like simple tasks, but people with disabilities from birth defects, injuries, illnesses, learning problems or aging may find them difficult or impossible. Occupational therapists help these people learn or regain the daily living or work skills they need to lead independent, productive, satisfying lives.

Occupational therapists often work as part of a rehabilitation team to address a patient's needs. Therapists may also specialize in working with patients of a certain age or specific disability.

### What do occupational therapists do?

Some common responsibilities of occupational therapists include:

- Learn about patients' disabilities by reading medical charts and meeting with patients.
- Evaluate patients' physical and mental abilities.
- Set goals, develop treatments plans and select activities to meet patients' specific needs.
- Discuss plans and goals with other members of the rehabilitation team.
- Coordinate therapy activities with other therapists.
- Train nurses and other health care staff in therapy techniques.
- Conduct standard activities or create new ones to help patients

improve physical strength, coordination, vision, memory or reasoning.

- Prepare, clean, repair and order supplies and equipment needed for therapy sessions.
- Evaluate patients' progress and alter treatment plan, when needed.
- Maintain accurate records of patient activities and progress.
- Teach patients to use wheelchairs and other physical aids.
- Help patients find and keep jobs.
- Give advice about managing health risks in the workplace.
- Design or make special equipment, such as splints or eating utensils, that patients need at work or home.
- Recommend ways for patients to change living or work areas to meet needs and abilities.
- Refer patients to other appropriate community and health care resources.
- Lead programs to promote health and awareness of disabilities.

### How much money can I make?

In Alaska, occupational therapists earn an average hourly wage of \$33.42, and have an average annual salary of \$69,513.



### How do I become an occupational therapist? How long does it take?

To become an occupational therapist, you must:

- Have a high school diploma or GED.
- Earn a bachelor's degree.
- Graduate with a master's degree in occupational therapy.
- Complete six to nine months of clinical experience after graduation.
- Pass a national occupational therapy exam.
- Obtain a state license.

Occupational therapy students must first earn a four-year bachelor's degree; common areas of study include biology, psychology, sociology, anthropology or anatomy. They then must complete a master's degree program, which takes an additional two to three years. Some occupational therapists go on to complete a doctoral degree, which takes an additional three to five years.

An occupational therapy program operated by Creighton University and hosted by the University of Alaska Anchorage will be available beginning in August 2008. Learn more by reviewing the "training providers" section later in this publication.

### Attention high school students!

Think you want to become an occupational therapist? Well, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college-preparatory and advanced placement (AP) classes. Other recommended classes and electives include:

- Introduction to health care
- Health occupations
- Advanced biology
- Advanced chemistry
- Anatomy and physiology
- Physics
- Psychology
- Sociology
- Art
- Keyboarding
- Computer applications

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community. It's also a good idea to get some volunteer experience at hospitals, nursing homes or with community organizations.

### Are there jobs available?

There are currently about seven job openings a year for occupational therapists in Alaska, and this occupation is expected to continue to grow (19.1 percent growth compared to 14.8 percent for all occupations).

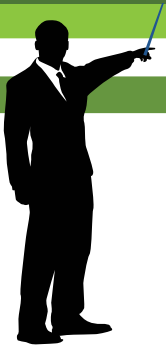
### Where are the jobs?

Occupational therapists in Alaska work in hospitals, medical offices, schools, nursing homes, home health care agencies, infant learning programs, educational organizations, prisons, government agencies, and community, rehabilitation or outpatient centers. Many occupational therapists also operate their own private practice.

### What else is on this pathway?

Want to learn about other possible opportunities in the rehab therapy career pathway? Be sure to read about physical therapists – another rehab therapy "hot job" in Alaska!





## get on the path to public health

### Is this the job for me?

Take this quick quiz to find out if health educator is a good direction for you:

- 1 Are you a good writer and speaker?  
☐ YES ☐ NO
- 2 Do you enjoy working with people?  
☐ YES ☐ NO
- 3 Do you like to teach, lead and motivate others?  
☐ YES ☐ NO
- 4 Do you like to reason and solve problems?  
☐ YES ☐ NO
- 5 Do you like staying busy and doing a variety of tasks?  
☐ YES ☐ NO
- 6 Do you like to plan programs or events?  
☐ YES ☐ NO
- 7 Do you want to invest about four years in your education?  
☐ YES ☐ NO

If you answered yes to several of these questions, you may be on the right track!

### What's it all about?

Health educators work to prevent disease and improve people's health by planning, directing, carrying out and evaluating health education programs on a community-wide level. By increasing people's knowledge about disease causes and prevention, health educators strive to change people's behavior and promote good health.

Health educators can specialize in a particular area, such as international public health, maternal/child health, or public health, or focus on a specific disease, such as HIV/AIDS. They can also find work in a variety of settings, including local health departments, community agencies, schools, colleges, large companies and medical facilities.

### What do health educators do?

Health educators are responsible for a variety of duties, including:

- Assess individual, community or organization needs for health education.
- Plan effective health education programs.
- Develop and write grant applications to obtain funding for programs.
- Implement programs by making presentations or planning workshops or conferences.
- Communicate with the public about health needs, concerns and resources.

- Prepare and distribute educational materials, such as pamphlets or videos.
- Coordinate health education services.
- Develop cooperation between public, civic and professional agencies.
- Act as a resource for health education and information.
- Evaluate the effectiveness of health education programs.
- Document all activities, keep records and write reports.
- Stay up-to-date on health threats, laws and treatments by attending seminars and classes.
- May supervise other health education staff.

### How much money can I make?

In Alaska, health educators earn an average hourly wage of \$18.43, and have an average annual salary of \$38,330.

### How do I become a health educator? How long does it take?

To become a health educator, you must:

- Have a high school diploma or GED.
- Earn at least a bachelor's degree, usually in community health education, health education, public health education, or school health education.

- Many health educators also go on to earn a master's degree, and some complete a doctoral degree program.

Getting a bachelor's degree takes about four years of full-time study after high school. A master's degree usually takes five to six years, and a doctoral degree typically takes about 10 years.

Learn more about health educator programs in Alaska by reviewing the "training providers" section later in this publication.

### **Attention high school students!**

If you think you might want to become a health educator, the time to start planning is now. In general, you should take four years of English, three years of math, three years of social studies, two years of science and possibly two years of a second language. You should also consider taking college preparatory or advanced placement (AP) courses. Other recommended classes and electives include:

- Computer applications
- Food and nutrition
- Foreign language
- Introduction to health care
- Safety and first aid
- Child development and parenting
- Public speaking
- Health education
- Biology
- Environmental science
- Fitness education
- World geography
- Economics
- Social science
- Psychology
- Sociology
- Organization studies

You should also discuss your plans with a teacher, counselor or parent, and check to see what work-based learning opportunities, such as field trips, job shadowing and internships, are available in your community.

### **Are there jobs available?**

According to a recent vacancy study, there are currently about 14 job openings for different types of health educators in Alaska. This occupation is also expected to continue to grow (19.7 percent growth compared to 14.8 percent for all occupations).

### **Where are the jobs?**

Health educators in Alaska work for public health departments, schools, Native health corporations, hospitals, outpatient care centers, and community, government or social service agencies.

### **What else is on this pathway?**

Although health educator is the only public health "hot job" featured in this publication, there are several other high-demand jobs on this pathway, such as maternal/child health program manager and epidemiologist! See the "how to find out more information" section of this publication to learn more.





abbie moon

## HEALTH EDUCATOR

Abbie Moon knew she wanted to go into a career where she could help people, so her job as an educator at STAR (Standing Together Against Rape), a nonprofit agency in Anchorage, was a natural fit.

"Sexual assault is both prevalent in our state and personal for me, so working at STAR seemed to be a perfect transition after college," said Abbie, who earned an associate's degree in human services from the University of Alaska Anchorage (UAA), completed a two-semester internship at STAR and participated in trainings on sexual assault and crisis intervention, suicide prevention and domestic violence.

"My education provided me with the tools I need for dealing with crisis, and practice in the field provided me hands-on experience, so I was more than ready when I actually took on the job," Abbie said.

In her job, Abbie provides education to anyone in the community who wants more information on personal safety and sexual assault. She leads presentations for audiences ranging from pre-schoolers to university students, and even travels to rural communities to provide education and advocacy services. She also answers STAR's 24-hour

crisis line and takes call-outs when someone has been sexually assaulted.

"The most enjoyable part of my job is knowing that I help make a difference every single day," said Abbie, who is a 2003 graduate of Fauquier High School in Virginia. "I am providing education that not only reaches out to survivors of sexual assault — letting them know it's OK to come forward and talk about their abuse — but also to our community, urging them to take a stand against sexual violence."

Next year, Abbie will be moving to Seattle, Washington, where she plans to continue her career in the field. In the future, she would like to continue her education, as well.

"When I tell people what I do, more often than not, they ask, 'How can you do that type of work?' My answer is always the same — 'How can I not?'" she said.





# find out more

## About Hot Jobs in Alaska

This publication is just the tip of the iceberg when it comes to information about high-demand jobs in Alaska. If you want to learn more about health care careers or other "hot jobs" in Alaska and across the U.S., here are some places to start exploring.

### Alaska Department of Labor

[www.jobs.state.ak.us](http://www.jobs.state.ak.us)

On the Department of Labor's Web site, you can learn about available jobs in Alaska and find a career in a field that interests you.

### Alaska's Labor Exchange System (ALEXsys)

<http://alexsys.labor.state.ak.us/>

The Alaska Labor Exchange System (ALEXsys) is an online tool for Alaska job seekers. Build a resume, browse occupational information, search for available jobs in your area, and even have job openings sent directly to you!

### Alaska Career Information System (AKCIS)

[www.akcis.org](http://www.akcis.org)

Whether you're a teenager or an adult, the Alaska Career Information System (AKCIS) will help you explore career and educational opportunities in Alaska and throughout the U.S. This comprehensive, user-friendly site includes detailed descriptions of more than 500 jobs, information about colleges, universities and technical schools, and more. You must have a password to log in to AKCIS. Get yours by calling 800.441.2962.

### Health Careers in Alaska

[www.healthcareersinalaska.info](http://www.healthcareersinalaska.info)

Health Careers in Alaska, which is sponsored by the Alaska Center for Rural Health, offers information about pursuing a health career in Alaska, including career exploration tools, job descriptions, health care worker profiles, and information on academic programs and financial aid.

### America's Career InfoNet

[www.acinet.org/acinet](http://www.acinet.org/acinet)

This U.S. Department of Labor-sponsored Web site offers nationwide career resources and work force information to job seekers, students, businesses and work force professionals.

### Career Voyages

[www.careervoyages.gov](http://www.careervoyages.gov)

Career Voyages, a collaboration between the U.S. Department of Labor and the U.S. Department of Education, provides information on high-growth, high-demand occupations across the country. It also details the skills and education needed to attain those jobs.

### Occupational Information Network – O\*net OnLine

<http://online.onetcenter.org>

The U.S. Department of Labor's O\*NET OnLine is the nation's primary source of occupational information. Here you can find out about different occupations, match your skills to specific careers, and use tools and technology to learn about in-demand jobs.

# training and education providers

Want to get into a career in health care? This is the place to start! On the following pages, you'll find a list of providers in Alaska that offer training and education programs that can prepare you to enter one of the exciting "hot jobs" featured in this publication.

This information was compiled from the Health Careers in Alaska Web site ([www.healthcareersinalaska.info](http://www.healthcareersinalaska.info)) and the Alaska Career Information Systems Web site ([www.akcis.org](http://www.akcis.org)), as of June 2008. Other training and education providers may exist, so please visit those Web sites for the most up-to-date information. Or stop into your nearest Alaska Job Center to explore other training and educational opportunities.

## Certified Nurse Assistant

### Alaska Job Corps Center

4300 B St., Ste. 100  
Anchorage, AK 99503  
Telephone 907.562.6200 or  
800.733.JOBS  
E-mail [ak.admissions@jobcorps.org](mailto:ak.admissions@jobcorps.org)  
Web site <http://alaska.jobcorps.gov/>

### Alaska Technical Center

Box 51  
Kotzebue, AK 99752  
Telephone 907.442.3733 or  
800.478.3733  
Fax 907.442.2764  
E-mail [mlee1@nwarctic.org](mailto:mlee1@nwarctic.org)  
Web site [www.nwarctic.org/atc](http://www.nwarctic.org/atc)

### Alaska Vocational Technical Center (AVTEC)

P.O. Box 889  
Seward, AK 99664  
Telephone 907.224.4153 or  
800.478.5389  
Fax 907.224.4143  
E-mail [admissions@labor.state.ak.us](mailto:admissions@labor.state.ak.us)  
Web site [avtec.labor.state.ak.us](http://avtec.labor.state.ak.us)

### Fairbanks North Star Borough School District

Hutchison High School  
3750 Geist Rd.  
Fairbanks, AK 99709  
Telephone 907.479.2261  
Fax 907.479.8286  
Web site [http://www.northstar.k12.ak.us/index.php?i\\_page=158](http://www.northstar.k12.ak.us/index.php?i_page=158)

### Mat-Su Career & Technical High School

2472 N. Seward Meridian Pkwy.  
Wasilla, AK 99654  
Telephone 907.352.0400  
Web site <http://www.cths.matsuk12.us/>

### Older Persons Action Group

325 3rd Ave., Ste. 300  
Anchorage, AK 99501  
Telephone 907.276.1059 or  
800.478.1059  
E-mail [adminopag@gci.net](mailto:adminopag@gci.net)  
Web site [www.opagak.org](http://www.opagak.org)

### University of Alaska Anchorage – Kachemak Bay Campus

533 E. Pioneer Ave.  
Homer, AK 99603  
Telephone 907.235.7743

Fax 907.235.1686  
E-mail [iykbc1@uaa.alaska.edu](mailto:iykbc1@uaa.alaska.edu)  
Web site [www.homer.alaska.edu](http://www.homer.alaska.edu)

### University of Alaska Anchorage – Kenai River Campus

34820 College Dr.  
Soldotna, AK 99669  
Telephone 907.262.0330 or  
877.262.0330  
E-mail [iyinfo@uaa.alaska.edu](mailto:iyinfo@uaa.alaska.edu)  
Web site <http://www.kpc.alaska.edu/>

### University of Alaska Anchorage – Prince William Sound Community College

PO Box 97  
Valdez, AK 99686  
Telephone 907.834.1600 or  
800.478.8800  
Fax 907.834.1635  
E-mail [StudentServices@pwscc.edu](mailto:StudentServices@pwscc.edu)  
Web site [www.pwscc.edu](http://www.pwscc.edu)

### University of Alaska Fairbanks – Northwest Campus

Pouch 400  
Nome, AK 99762  
Telephone 907.443.2201 or  
800.478.2202  
Web site [www.nwc.uaf.edu](http://www.nwc.uaf.edu)

### University of Alaska Fairbanks – Tanana Valley Campus

604 Barnette St.  
Fairbanks, AK 99701  
Telephone 907.455.2800 or  
877.882.8827  
Fax 907.455.2828  
E-mail [fyttvc@uaf.edu](mailto:fyttvc@uaf.edu)

Web site [www.tvc.uaf.edu](http://www.tvc.uaf.edu)

### University of Alaska Southeast – Juneau Campus

Bill Ray Center  
1108 F. St.  
Juneau, AK 99801  
Telephone 907.796.6120 or  
877.465.4827  
Fax 907.796.6571  
E-mail [career.ed@uas.alaska.edu](mailto:career.ed@uas.alaska.edu)  
Web site [www.uas.alaska.edu/healthscience/](http://www.uas.alaska.edu/healthscience/)

### University of Alaska Southeast – Ketchikan Campus

2600 7th Ave.  
Ketchikan, AK 99901-5798  
Telephone 907.228.4508,  
907.225.4511 or 888.550.6177  
Fax 907.225.3624  
E-mail [gail.klein@uas.alaska.edu](mailto:gail.klein@uas.alaska.edu)  
Web site [www.ketch.alaska.edu/](http://www.ketch.alaska.edu/)

### University of Alaska Southeast – Sitka Campus

1332 Seward Ave.  
Sitka, AK 99835  
Telephone 907.747.6653 or  
800.478.6653  
Fax 907.747.7747  
E-mail [student.info@uas.alaska.edu](mailto:student.info@uas.alaska.edu)  
Web site [www.uas.alaska.edu/sitka/](http://www.uas.alaska.edu/sitka/)

## Registered Nurse & Critical Care Nurse

### University of Alaska Anchorage

School of Nursing  
3211 Providence Dr.  
Anchorage, AK 99508  
Telephone 907.786.4550  
Fax 907.786.4559  
E-mail [aynurse@uaa.alaska.edu](mailto:aynurse@uaa.alaska.edu)  
Web site <http://nursing.uaa.alaska.edu/>

## Human Services Worker & Case Manager/Care Coordinator

### Alaska Pacific University

4101 University Dr.  
Anchorage, AK 99508  
Telephone 907.564.8248 or 800.252.7528  
Fax 907.564.8317  
E-mail [admissions@alaskapacific.edu](mailto:admissions@alaskapacific.edu)  
Web site [www.alaskapacific.edu](http://www.alaskapacific.edu)

### Eielson Air Force Base

3124 Wabash Ave., Room 103  
Eielson, AK 99702-1799  
Telephone 907.377.5106  
Fax 907.377.1887  
E-mail [education@eielson.af.mil](mailto:education@eielson.af.mil)

### Elmendorf Air Force Base

3 MSS/DPE 4109 Bullard Ave., Ste. 207  
Elmendorf Air Force Base, AK 99506-1400  
Telephone 907.552.9475

Fax 907.552.3785  
E-mail [maureen.colon@elmendorf.af.mil](mailto:maureen.colon@elmendorf.af.mil)  
Web site [www.elmendorf.af.mil/](http://www.elmendorf.af.mil/)

### Fort Wainwright Army Education Center

Building 2107, Room 99  
Fort Wainwright, AK 99703  
Telephone 907.353.7270

### Ilisagvik College

PO Box 749  
Barrow, AK 99723  
Telephone 907.852.3333 or 800.478.7337  
Fax 907.852.2729  
E-mail [beverly.grinage@ilisagvik.cc](mailto:beverly.grinage@ilisagvik.cc)  
Web site [www.ilisagvik.cc/](http://www.ilisagvik.cc/)

### University of Alaska Anchorage

Human Services Department  
3211 Providence Dr.  
Anchorage, AK 99508  
Telephone 907.786.6437  
Fax 907.786.6436  
Web site <http://hums.uaa.alaska.edu/>

### University of Alaska Anchorage – Kachemak Bay Campus

533 E. Pioneer Ave.  
Homer, AK 99603  
Telephone 907.235.7743  
Fax 907.235.1686  
E-mail [iykbc1@uaa.alaska.edu](mailto:iykbc1@uaa.alaska.edu)  
Web site [www.homer.alaska.edu](http://www.homer.alaska.edu)

### University of Alaska Anchorage – Kenai Peninsula College

34820 College Dr.  
Soldotna, AK 99669  
Telephone 907.262.0311  
Fax 907.262.0322  
E-mail [insrl@uaa.alaska.edu](mailto:insrl@uaa.alaska.edu)  
Web site [www.kpc.alaska.edu](http://www.kpc.alaska.edu)

### University of Alaska Anchorage – Matanuska-Susitna College

PO Box 2889  
Palmer, AK 99645  
Telephone 907.745.9774 or 907.745.9746  
Fax 907.745.9747  
E-mail [sgravley@matsu.alaska.edu](mailto:sgravley@matsu.alaska.edu)  
Web site [www.matsu.alaska.edu/](http://www.matsu.alaska.edu/)

### University of Alaska Anchorage – Prince William Sound Community College

PO Box 97  
Valdez, AK 99686  
Telephone 907.834.1600 or 800.478.8800  
Fax 907.834.1635  
E-mail [StudentServices@pwscc.edu](mailto:StudentServices@pwscc.edu)  
Web site [www.pwscc.edu/](http://www.pwscc.edu/)

### University of Alaska Fairbanks

PO Box 757500  
Fairbanks, AK 99775-7480  
Telephone 907.474.7500 or 800.478.1823  
Fax 907.474.5379  
E-mail [admissions@uaf.edu](mailto:admissions@uaf.edu)  
Web site [www.uaf.edu](http://www.uaf.edu)

### University of Alaska Fairbanks – Bristol Bay Campus

PO Box 1070  
Dillingham, AK 99576  
Telephone 800.478.5109  
Fax 907.842.5692  
E-mail [bbcinfo@uaf.edu](mailto:bbcinfo@uaf.edu)  
Web site [www.uaf.edu/bbc](http://www.uaf.edu/bbc)

### University of Alaska Fairbanks – Chukchi Campus

PO Box 297  
Kotzebue, AK 99752  
Telephone 907.442.3400 or 800.478.3402  
Fax 907.442.2322  
E-mail [znab@uaf.edu](mailto:znab@uaf.edu)  
Web site [www.chukchi.alaska.edu/](http://www.chukchi.alaska.edu/)

### University of Alaska Fairbanks – College of Rural and Community Development

315C, 510 Second Ave.  
Fairbanks, AK 99775  
Telephone 907.455.2056  
E-mail [larry.roberts@uaf.edu](mailto:larry.roberts@uaf.edu)  
Web site [www.uaf.edu/crcdhealth/index.htm](http://www.uaf.edu/crcdhealth/index.htm)

### University of Alaska Fairbanks – Interior-Aleutians Campus

P.O. Box 756720  
Fairbanks, AK 99775  
Telephone 907.474.5696 or 888.474.5207  
Fax 907.474.5208  
E-mail [iacinfo@uaf.edu](mailto:iacinfo@uaf.edu)  
Web site [www.uaf.edu/iac/](http://www.uaf.edu/iac/)



**University of Alaska Fairbanks – Northwest Campus**

Pouch 400  
Nome, AK 99762  
Telephone 907.443.2201 or 800.478.2202  
Fax 907.443.5602  
E-mail [nynwinfo@uaf.edu](mailto:nynwinfo@uaf.edu)  
Web site [www.nwc.uaf.edu](http://www.nwc.uaf.edu)

**University of Alaska Fairbanks - Tanana Valley Campus**

604 Barnette St.  
Fairbanks, AK 99775  
Telephone 907.455.2882  
E-mail [ffbdp@uaf.edu](mailto:ffbdp@uaf.edu)  
Web site [www.tvc.uaf.edu/programs/HSV/index.html](http://www.tvc.uaf.edu/programs/HSV/index.html)

**University of Alaska Southeast – Ketchikan Campus**

2600 7th Ave.  
Ketchikan, AK 99901-5798  
Telephone 907.228.4508,  
907.225.4511 or 888.550.6177  
Fax 907.225.3624  
E-mail [gail.klein@uas.alaska.edu](mailto:gail.klein@uas.alaska.edu)  
Web site [www.ketch.alaska.edu/](http://www.ketch.alaska.edu/)

**Wayland Baptist University – Anchorage Campus**

7801 E. 32nd Ave.  
Anchorage, AK 99504  
Telephone 907.333.2277  
Fax 907.337.8122  
E-mail [alaska@wbu.edu](mailto:alaska@wbu.edu)  
Web site [www.wbu.edu/AK](http://www.wbu.edu/AK)

**Wayland Baptist University – Fairbanks Campus**

2623 Wabash Ave., Suite 183  
Eielson, AK 99702-1715  
Telephone 907.377.4398  
Fax 907.372.3244  
E-mail [copelandj@wbu.edu](mailto:copelandj@wbu.edu)  
Web site [www.wbu.edu/a/a06b01/fb/](http://www.wbu.edu/a/a06b01/fb/)

**Social Worker****University of Alaska Anchorage**

School of Social Work  
3211 Providence Dr., GHH 106  
Anchorage, AK 99508  
Telephone 907.786.6900  
Fax 907.786.6912  
Web site <http://socwork.uaa.alaska.edu/>

**University of Alaska Anchorage – Kachemak Bay Campus**

533 E. Pioneer Ave.  
Homer, AK 99603  
Telephone 907.235.7743  
Fax 907.235.1686  
E-mail [iykbc1@uaa.alaska.edu](mailto:iykbc1@uaa.alaska.edu)  
Web site [www.homer.alaska.edu](http://www.homer.alaska.edu)

**University of Alaska Fairbanks**

Department of Social Work  
P.O. Box 756480  
Fairbanks, AK 99775-6480  
Telephone 907.474.7240  
Fax 907.474.6085  
Web site [www.uaf.edu/socwork/](http://www.uaf.edu/socwork/)

**University of Alaska Fairbanks – Bristol Bay Campus**

PO Box 1070  
Dillingham, AK 99576  
Telephone 800.478.5109  
Fax 907.842.5692  
E-mail [bbcinfo@uaf.edu](mailto:bbcinfo@uaf.edu)  
Web site [www.uaf.edu/bbc](http://www.uaf.edu/bbc)

**University of Alaska Fairbanks – Chukchi Campus**

PO Box 297  
Kotzebue, AK 99752  
Telephone 907.442.3400 or 800.478.3402  
Fax 907.442.2322  
E-mail [znab@uaf.edu](mailto:znab@uaf.edu)  
Web site [www.chukchi.alaska.edu/](http://www.chukchi.alaska.edu/)

**University of Alaska Fairbanks – Northwest Campus**

Pouch 400  
Nome, AK 99762  
Telephone 907.443.2201 or 800.478.2202  
Fax 907.443.5602  
E-mail [nynwinfo@uaf.edu](mailto:nynwinfo@uaf.edu)  
Web site [www.nwc.uaf.edu](http://www.nwc.uaf.edu)

**University of Alaska Southeast – Ketchikan Campus**

2600 7th Ave.  
Ketchikan, AK 99901-5798  
Telephone 907.228.4508,  
907.225.4511 or 888.550.6177  
Fax 907.225.3624  
E-mail [gail.klein@uas.alaska.edu](mailto:gail.klein@uas.alaska.edu)  
Web site [www.ketch.alaska.edu/](http://www.ketch.alaska.edu/)

**Community Health Aide****Alaska Native Tribal Health Consortium**

4000 Ambassador Dr., Room 419  
Anchorage, AK 99508  
Telephone 907.729.3642  
Fax 907.729.4429  
E-mail [vheart@anmc.org](mailto:vheart@anmc.org)  
Web site [www.akchap.org/](http://www.akchap.org/)

**Norton Sound Health Corp.**

PO Box 966  
Nome, AK 99762  
Telephone 907.443.3311  
Web site [www.nortonsoundhealth.org](http://www.nortonsoundhealth.org)

**Southeast Alaska Regional Health Consortium**

222 Tongass Dr.  
Sitka, AK 99835  
Telephone 907.966.8758  
Web site [www.searhc.org](http://www.searhc.org)

**University of Alaska Fairbanks**

PO Box 757500  
Fairbanks, AK 99775-7480  
Telephone 907.474.7500 or 800.478.1823  
Fax 907.474.5379  
E-mail [admissions@uaf.edu](mailto:admissions@uaf.edu)  
Web site [www.uaf.edu](http://www.uaf.edu)

**Yukon-Kuskokwim Health Corporation**

P.O. Box 528  
Bethel, AK 99559  
Telephone 907.543.6981  
Fax 907.543.6061  
Web site [www.ykhc.org](http://www.ykhc.org)

## Physician Assistant

### University of Alaska Anchorage

Department of Health Sciences  
3211 Providence Dr.  
Anchorage, AK 99508  
Telephone 907.786.6570  
Fax 907.786.6572  
E-mail [afjor@uaa.alaska.edu](mailto:afjor@uaa.alaska.edu)  
Web site <http://health.uaa.alaska.edu/bshs/>

## Family Physician

### University of Alaska Anchorage

WWAMI Biomedical Program  
3211 Providence Dr.  
Anchorage, AK 99508-8100  
Telephone 907.786.4789  
Fax 907.786.4700  
E-mail [aywwami@uaa.alaska.edu](mailto:aywwami@uaa.alaska.edu)  
Web site <http://biomed.uaa.alaska.edu/>

*Note: Undergraduate pre-med coursework can be completed at the University of Alaska Anchorage, University of Alaska Fairbanks or any other regionally accredited undergraduate university.*

## Medical Laboratory Technician

### University of Alaska Anchorage

Medical Laboratory Technology Department  
3211 Providence Dr.  
Anchorage, AK 99508  
Telephone 907.786.6924

E-mail [afham@uaa.alaska.edu](mailto:afham@uaa.alaska.edu)  
Web site [www.uaa.alaska.edu/ctc/alliedhealth/medlab/index.cfm](http://www.uaa.alaska.edu/ctc/alliedhealth/medlab/index.cfm)

## Radiologic Technologist (Radiographic Technologist)

### University of Alaska Anchorage

Radiologic Technology Program  
3211 Providence Dr., AHS 151C  
Anchorage, AK 99508  
Telephone 907.786.6940  
Fax 907.786.6938  
E-mail [radt@uaa.alaska.edu](mailto:radt@uaa.alaska.edu)  
Web site [www.uaa.alaska.edu/ctc/alliedhealth/radtech/](http://www.uaa.alaska.edu/ctc/alliedhealth/radtech/)

*UAA's radiologic technology program is also distance delivered to the University of Alaska Southeast – Juneau Campus, University of Alaska Southeast – Ketchikan Campus, University of Alaska Fairbanks – Tanana Valley Campus, University of Alaska Fairbanks – Kuskokwim Campus and the University of Alaska Anchorage – Kenai Peninsula College.*

## Medical Assistant

### Career Academy

1415 E. Tudor Rd.  
Anchorage, AK 99507-1033  
Telephone 907.563.7575 or 800.770.7575  
Fax 907.563.8330  
E-mail [admissions@careeracademy.net](mailto:admissions@careeracademy.net)

Web site [www.careeracademy.net/](http://www.careeracademy.net/)

### Charter College

2221 E. Northern Lights Blvd., Ste. 120  
Anchorage, AK 99508  
Telephone 907.277.1000 or 888.463.7001  
Fax 907.274.3342  
E-mail [info@chartercollege.edu](mailto:info@chartercollege.edu)  
Web site [www.chartercollege.edu/](http://www.chartercollege.edu/)

### University of Alaska Anchorage

Medical Assisting Department  
3211 Providence Dr., AHS 166  
Anchorage, AK 99508  
Telephone 907.786.6932  
E-mail [afrijw@uaa.alaska.edu](mailto:afrijw@uaa.alaska.edu)  
Web site [www.uaa.alaska.edu/ctc/alliedhealth/ma/](http://www.uaa.alaska.edu/ctc/alliedhealth/ma/)

### University of Alaska Fairbanks – Tanana Valley Campus

P.O. Box 758120  
Fairbanks, AK 99775  
Telephone 907.455.2887  
E-mail [ffclb2@uaf.edu](mailto:ffclb2@uaf.edu)  
Web site [www.tvc.uaf.edu/programs/health/#medassist](http://www.tvc.uaf.edu/programs/health/#medassist)

## Pharmacy Technician

### University of Alaska Anchorage

Pharmacy Technology  
3211 Providence Dr., AHS 161  
Anchorage, AK 99508-4614  
Telephone 907.786.6928  
Fax 907.786.6938  
E-mail [anrov@uaa.alaska.edu](mailto:anrov@uaa.alaska.edu)

Web site [www.uaa.alaska.edu/ctc/alliedhealth/pharmacy/index.cfm](http://www.uaa.alaska.edu/ctc/alliedhealth/pharmacy/index.cfm)

## Pharmacists

*While there are currently no pharmacy programs in the state of Alaska, planning has begun to bring and host programs in the state. A pre-pharmacy program is also under development at the University of Alaska Anchorage. For more information, contact:*

### University of Alaska Anchorage

College of Health and Social Welfare  
3211 Providence Drive, PSB 205  
Anchorage, AK 99508  
Telephone 907.786.4406  
Fax 907.786.4440  
E-mail [aychsw@uaa.alaska.edu](mailto:aychsw@uaa.alaska.edu)  
Web site [chsw.uaa.alaska.edu](http://chsw.uaa.alaska.edu)

## Dental Assistant

### University of Alaska Anchorage

Dental Assisting Program  
3211 Providence Dr., AHS 160  
Anchorage, AK 99508-4614  
Telephone 907.786.6929  
Fax 907.786.6938  
E-mail [dent@uaa.alaska.edu](mailto:dent@uaa.alaska.edu)  
Web site [www.uaa.alaska.edu/ctc/alliedhealth/da/index.cfm](http://www.uaa.alaska.edu/ctc/alliedhealth/da/index.cfm)

### **University of Alaska Fairbanks – Tanana Valley Campus**

Dental Assisting Program  
604 Barnette St.  
Fairbanks, AK 99701  
Telephone 907.455.2891  
E-mail ffjaf1@uaf.edu  
Web site [www.tvc.uaf.edu/programs/health/dental.html](http://www.tvc.uaf.edu/programs/health/dental.html)

### **Billing/Coding Specialist**

#### **Charter College**

2221 E. Northern Lights Blvd., Ste. 120  
Anchorage, AK 99508  
Telephone 907.277.1000 or  
888.463.7001  
Fax 907.274.3342  
E-mail [info@chartercollege.edu](mailto:info@chartercollege.edu)  
Web site [www.chartercollege.edu/](http://www.chartercollege.edu/)

#### **University of Alaska Anchorage**

Medical Assisting Department  
3211 Providence Dr., AHS 161  
Anchorage, AK 99508  
Telephone 907.786.6927  
E-mail [afpkv@uaa.alaska.edu](mailto:afpkv@uaa.alaska.edu)  
Web site [www.uaa.alaska.edu/ctc/alliedhealth/ma/](http://www.uaa.alaska.edu/ctc/alliedhealth/ma/)

#### **University of Alaska Fairbanks – Tanana Valley Campus**

604 Barnette St.  
Fairbanks, AK 99701  
Telephone 907.455.2887  
E-mail [ffclb2@uaf.edu](mailto:ffclb2@uaf.edu)  
Web site [www.tvc.uaf.edu/programs/health/health-reim.html](http://www.tvc.uaf.edu/programs/health/health-reim.html)

### **University of Alaska Southeast – Sitka Campus**

1332 Seward Ave.  
Sitka, AK 99835  
Telephone 907.747.9474 or  
800.478.6653 ext. 9474  
E-mail [leslie.gordon@uas.alaska.edu](mailto:leslie.gordon@uas.alaska.edu)  
Web site [www.uas.alaska.edu/sitka/HIM.html](http://www.uas.alaska.edu/sitka/HIM.html)

### **Health Information Technician**

#### **University of Alaska Southeast – Sitka Campus**

1332 Seward Ave.  
Sitka, AK 99835  
Telephone 907.747.9474 or  
800.478.6653 ext. 9474  
E-mail [leslie.gordon@uas.alaska.edu](mailto:leslie.gordon@uas.alaska.edu)  
Web site [www.uas.alaska.edu/sitka/HIM.html](http://www.uas.alaska.edu/sitka/HIM.html)

### **Occupational Therapist**

*An occupational therapy program operated by Creighton University and hosted by the University of Alaska Anchorage will be available beginning in August 2008. For more information, contact:*

#### **University of Alaska Anchorage**

College of Health and Social Welfare  
3211 Providence Drive, PSB 205  
Anchorage, AK 99508  
Telephone 907.786.4406  
Fax 907.786.4440  
E-mail [aychsw@uaa.alaska.edu](mailto:aychsw@uaa.alaska.edu)  
Web site [chsw.uaa.alaska.edu](http://chsw.uaa.alaska.edu)

### **Creighton University**

School of Pharmacy and Health Professions  
Admission Office  
2500 California Plaza  
Criss Health Science Building, Room 151  
Omaha, NE 68178  
Telephone 402.280.2662 or  
800.325.2830 ext. 1  
Fax 402.280.5739  
E-mail [phaadmis@creighton.edu](mailto:phaadmis@creighton.edu)  
Web site [www.ot.creighton.edu](http://www.ot.creighton.edu)

### **Physical Therapist**

*The University of Alaska Fairbanks offers a pre-physical therapy program. For information, contact:*

#### **University of Alaska Fairbanks**

PO Box 757500  
Fairbanks, AK 99775-7480  
Telephone 907.474.7500 or  
800.478.1823  
Fax 907.474.5379  
E-mail [admissions@uaf.edu](mailto:admissions@uaf.edu)  
Web site [www.uaf.edu](http://www.uaf.edu)

*While there are currently no physical therapy programs in the state of Alaska, planning has begun to bring and host programs in the state. A pre-physical therapy program is also under development at the University of Alaska Anchorage. For more information, contact:*

### **University of Alaska Anchorage**

College of Health and Social Welfare  
3211 Providence Drive, PSB 205  
Anchorage, AK 99508  
Telephone 907.786.4406  
Fax 907.786.4440  
E-mail [aychsw@uaa.alaska.edu](mailto:aychsw@uaa.alaska.edu)  
Web site [chsw.uaa.alaska.edu](http://chsw.uaa.alaska.edu)

### **Health Educator**

#### **University of Alaska Anchorage**

Department of Health Sciences  
3211 Providence Dr.  
Anchorage, AK 99508  
Telephone 907.786.6545  
E-mail [Rhonda.Johnson@uaa.alaska.edu](mailto:Rhonda.Johnson@uaa.alaska.edu)  
Web site <http://health.uaa.alaska.edu/dept/degrees.htm>

#### **University of Alaska Fairbanks – Chukchi Campus**

PO Box 297  
Kotzebue, AK 99752  
Telephone 907.442.3400 or  
800.478.3402  
Fax 907.442.2322  
E-mail [znmba@uaf.edu](mailto:znmba@uaf.edu)  
Web site [www.chukchi.alaska.edu](http://www.chukchi.alaska.edu)



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

Division of Business Partnerships, 1111 W. Eighth Street, PO Box 115509, Juneau, AK 99811-5509

907-465-4890

[www.jobs.alaska.gov](http://www.jobs.alaska.gov)