

Post-Graduation Possibilities

Bachelor of Health Science in Health Science



Deciding what to do after graduation can be a difficult decision. Graduate school, workforce, or alternative options are all there – but which to choose? This document provides a brief overview of different options for a recent graduate of the Health Sciences program. Regardless of degree emphasis, there are many jobs that virtually anyone with a BHS can do. We have included a list of potential jobs for all students, as well as a few examples of positions that specific emphases have shown particular interest in. *Please note that these jobs are not exclusive to emphases type – any BHS student with an interest in a particular position should consider it further.* The information in this handout is not comprehensive, however, it provides a variety of options our office has encountered through working with students, speaking to professionals, and researching online.

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This is not a comprehensive list. The positions and companies here were sourced through Handshake.com, Onetonline.org, direct company websites, and MU Bachelor of Health Science student outcomes from Classes 2019 – 2024 ($n = 877$).


Bachelor of Health Science – All Emphases

Clinical Research Associate

Possible Duties:

- With support of Coordinator, CRA acts as primary site contact and manager through all phases of the research study, taking responsibility of allocated sites
- Develops strong site relationships and ensures continuity of site relationships through all phases of the trial
- Gains an in-depth understanding of the study protocol and related procedures
- Subjects' right, safety and well-being are protected

Possible Employers:

- Merck & Co
 - Associate Clinical Research Associate
- University of Kansas Health System 
 - Clinical Research Assistant



Salary: \$50k – \$75k+

Clinical Research Coordinator

Possible Duties:

- Plan, direct, or coordinate clinical research projects.
- Direct the activities of workers engaged in clinical research projects to ensure compliance with protocols and overall clinical objectives.
- Prepare study-related documentation, such as protocol worksheets, procedural manuals, adverse event reports, institutional review board documents, or progress reports.
- Inform patients or caregivers about study aspects and outcomes to be expected.

Possible Employers:

- Actalent 
- Washington University – St. Louis 
- University of Missouri

Salary: \$62k – \$85k+



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Community Health Worker

Sample Job titles: Community Support Specialist, Community Liaison, Community Outreach Specialist, Family Support Worker, Community Resource Specialist

Possible Duties:

- Act as liaison or advocate and implement programs that promote, maintain, and improve individual and overall community health.
- Maintain updated client records with plans, notes, appropriate forms, or related information.
- Refer community members to needed health services.
- May deliver health-related preventive services such as blood pressure, glaucoma, hearing screenings, and administering immunizations.

Possible Employers:

- Telligen
 - Community Resource Specialist
- Truman Medical Center
 - Cultural Community Health Worker

Salary: \$33k – \$49k

Direct Support Professional

Sample Job titles: Home Health Aide, Personal Care Aide, Caregiver, Hospice Aide, Home Service Aide, In Home Care Professional, Independent Living Specialist

Possible Duties:

- Care for children with disabilities, sick parents, or parents with disabilities.
- Maintain records of patient care, condition, progress, or problems to report and discuss observations with supervisor or case manager.
- Provide patients with help moving in and out of beds, baths, wheelchairs, or automobiles and with dressing and grooming.
- Provide patients and families with emotional support and instruction in areas like preparing healthy meals, living independently, or adapting to disability or illness.

Possible Employers:

- Woodhaven Learning Center
- Home Instead
 - Care Professionals

Salary: \$31k – \$42k



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Health Education Specialist

Sample Job titles: Community Health Consultant, Public Information Officer, Public Health Educator, Community Health Educator, Prevention Specialist/Educator

Possible Duties:

- Provide and manage health education programs that help individuals, families, and their communities maximize and maintain healthy lifestyles.
- Maintain databases, mailing lists, telephone networks, and other information to facilitate the functioning of health education programs.
- Develop and/or conduct health needs assessments and other public health surveys.
- Develop operational plans and policies necessary to achieve health education objectives and services.

Possible Employers:

- Northwestern University
 - Health Promotion Specialist
- Preferred Family Healthcare
 - Prevention Specialist

Salary: \$50k – \$62k

Healthcare Consultant

Possible Duties:

- Analyze situations/data to provide functional and technical solutions on applications and technology installations.
- Foster strong relationships with clients and help them understand how technology can save lives, decrease errors and reduce wasteful spending.
- Serve as a subject matter expert for all service specific and common client requirements.
- Be an advocate daily by representing the client from all angles of the healthcare industry, including product research and cost comparisons.

Possible Employers:

- Nordic Consulting Partners
 - Electronic Health Records (EHR) Site Specialist
- Alight Solutions
 - Health Pro Consultant

Salary: \$60k – \$100k



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Medical Records Specialist

Sample Job titles: Health Information Clerk, Health Information Specialist, Medical Records Technician/Clerk, Medical Registrars, Medical Billing Specialists

Possible Duties:

- Compile, process, and maintain medical records of hospital and clinic patients consistent with ethical, legal, and regulatory requirements of the clinic.
- Enter data, such as demographic characteristics, history and extent of disease, diagnostic procedures, or treatment into computer.
- Identify, compile, and code patient data, using standard classification systems.
- Process patient admission, discharge documents, and post-op insurance billings.

Possible Employers:

- St. Luke's Hospital  
 - Health Information Specialist
- MRO Corporation
 - Medical Records Specialist

Salary: \$34k – \$62k


Medical Scribe

Sample Job titles: Medical Transcriptionist, Documentation Specialist

Possible Duties:

- Produce medical reports, correspondence, records, patient-care information, statistics, medical research, and administrative material.
- Return dictated reports in printed or electronic form for physician's review, signature, and corrections and for inclusion in patients' medical records.
- Review and edit transcribed reports or dictated material for spelling, grammar, clarity, consistency, and proper medical terminology.
- Translate medical jargon and abbreviations into their expanded forms to ensure the accuracy of patient and health care facility records.

Possible Employers*:

- ScribeAmerica 
- Scribe-X
- **Once trained as a Scribe, nearly every hospital/health center hires these regularly*

Salary: \$27k – \$46k



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Patient Advocate

Sample Job titles: Client Advocate, Care Advocate, Clinical Care Specialist

Possible Duties:

- Guide patients through network of individually selected and vetted specialists, taking care of them every step of the journey.
- Steer members within network to reduce complication rates, lower plan costs, increase the affordability of care, and improve health equity.
- Demonstrate general knowledge of agency carriers and underwriting to coordinate with insurance companies to address patient issues.
- Assist patients with connecting to other resources (i.e., complete Medicaid applications, slide enrollments, payment agreements, etc.).

Possible Employers:

- MedData
 - Patient Advocate
- Jordan Valley Community Health Center
 - Patient Advocate



Salary: \$31k – \$44k

Patient Services Representative

Sample Job titles: Patient Access Representative, Admissions Coordinator, Patient Relations

Possible Duties:

- Coordinate communication between patients, family members, medical staff, administrative staff, or regulatory agencies.
- Explain policies, procedures, or services to patients using medical or administrative knowledge.
- Analyze patients' abilities to pay to determine charges on a sliding scale.
- Interview patients or their representatives to identify problems relating to care.

Possible Employers:

- MU Healthcare 
- BJC Healthcare  
- **Nearly every hospital, clinic, and health center need these regularly*

Salary: \$35k – \$48k



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Research Assistant (Non-Clinical Trials)

Sample Job titles: Research Technician, Research Associate

Possible Duties:

- Under the direction of PIs and other research staff, conducts routine elements of research work that requires the use of skills, technical and academic knowledge to follow established procedures, and record results.
- Entering data into databases, extracting data to prepare reports, and sorting and summarizing data elements.
- Maintaining written and electronic laboratory logs and other documents/files.
- Scheduling meetings, arranging for space, notifying participants, preparing agendas, and following-up on all to ensure that necessary arrangements have been made

Possible Employers:

- U.S. Veteran's Health Administration
- Washington University in St. Louis
- *Most large universities will have various Research Assistant roles*



Salary: \$40k – \$65k

Sales Representative (Medical Device, Health Insurance, Pharmaceuticals, etc.)

Possible Duties:

- Contact new or existing customers to discuss how specific products or services can meet their needs.
- Assist customers in selecting products based on customer needs, product specifications, and applicable regulations.
- Answer customers' questions about products, prices, availability, or credit terms.
- Inform customers of estimated delivery schedules, service contracts, warranties, or other information pertaining to purchased products.

Possible Employers:

- Medtronic (Surgical Instrument Sales)
 - Associate Sales Representative, Market Sales Representative
- Senior Benefit Services (Health Insurance Sales)  
 - Inside Sales Agent

Salary: \$40k – \$70k



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Bachelor of Health Science – Health and Wellness

Care Coordinator

Sample Job titles: Home Care Coordinator, Clinical Care Coordinator, Care Facilitator, Patient Care Coordinator

Possible Duties:

- Review initial assessments and identify issues associated with employment, education, healthcare, social support, and criminal justice, to provide holistic treatment planning.
- Coordinate outpatient services for treatment and ensure seamless access to essential care and support services.
- Assist in scheduling treatment and arranging transportation, removing logistical barriers to accessing essential services and support.
- Develop and evolve treatment plans in an individualized manner, tailoring interventions to address the unique needs and goals of each client.
- Engage with and coach any direct patient workers on patient's needs and treatment

Possible Employers:

- Compass Health Network 
 - Healthcare Home Care Coordinator, Patient Care Coordinator
- Easterseals Midwest
 - Health Home Care Coordinator/Health Home Facilitator

Salary: \$36k – \$52k

Health Coach

Sample Job titles: Wellness Health Coach, Healthy Living Director, Corporate Wellness

Possible Duties:

- Assess client's current health condition and collaboratively develop health goals on a variety of topics (e.g., sleep, stress reduction, weight loss, smoking cessation).
- Provide one-on-one health and well-being counseling services to client(s).
- Monitor and document client's progress and provide motivation and accountability.
- Be an informed collaborator within a larger team of doctors, nurses, nutritionists, and/or personal trainers.



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Possible Employers:

- GEHA (Government Employees Health Association, Inc.)
 - Health Coach
- YMCA 
 - Wellness Coach

Salary: \$44k – \$65k**Personal Trainer****Sample Job titles:** Fitness Instructor, Fitness Specialist, Exercise Instructor, Performance Coach**Possible Duties:**

- Monitor and instruct clients during personal training sessions on the safe and effective use of cardiovascular, flexibility and strength training equipment.
- Conducts fitness consultations for new clients including pre-participation screening, medical history, and lifestyle questionnaire to recommend personal training programs
- Provides fitness floor assistance to all members to ensure safety, provide education, and motivate members
- Provide clients with information and resources regarding nutrition, weight control, and lifestyle issues.

Possible Employers:

- Lifetime Health & Fitness Center
- My Gym Children’s Fitness Center

Salary: \$30k – \$46k**Bachelor of Health Science – Leadership and Policy****Account Associate/Manager/Executive****Possible Duties:**

- Identify client concerns and assist in the development and implementation of client retention strategies.
- Recommends sales strategies for improvement based on market research and competitor analysis.
- Cross functional work with Marketing, Business Development and Account Management teams



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Possible Employers:

- Medical Diagnostic Laboratories, LLC.
 - Entry-Level Account Manager
- Avadim Health
 - Territory Account Specialist

Salary: \$50k – \$100k+**Healthcare Administration**

Sample Job titles: Referral Coordinator, Office Coordinator/Administrator, Regulatory & Compliance Coordinator, Business Development, Revenue Cycle Management, Hospital Executive, Healthcare Operations, Administrator, Assisted Living Residence Administrator

Possible Duties (very largely dependent on job position):

- Supervise the work of office, administrative, or customer service employees to ensure adherence to quality standards and proper procedures, correcting errors or problems.
- Review records or reports pertaining to activities such as production, payroll, or shipping to verify details, monitor work activities, or evaluate performance.
- Operate computers and office equipment such as fax machines, copiers, or phone systems for various applications such as database management.
- Direct service of legal documents, such as subpoenas, warrants, notices of assessment, and garnishments.
- Direct the preparation and submission of regulatory agency applications, reports, or correspondence.
- Formulate or implement regulatory affairs policies and procedures to ensure that regulatory compliance is maintained or enhanced.
- Coordinates provider referrals, pre-certifications, and pre-authorizations for managed care insurance plans.
- Collaborative with insurance companies and providers to ensure plan requirements have been met prior to patient services being rendered in order to maximize reimbursement.

Possible Employers:

- Affinia Healthcare
 - Referral Coordinator
- Health Systems Bureau (U.S. Department of Health and Human Services)
 - Deputy Associate Administrator
- Veterans Health Administration
 - Health System Specialist



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- Mayo Clinic 
 - Medical Administrative Assistant
- Blue Cross Blue Shield
 - Associate Business Consultant
- UnitedHealth Group 
 - Business Development Program

Salary: \$50k – \$85k+

Healthcare Recruiter

Sample Job titles: Corporate Recruiter, Human Resources Representative, Talent Acquisition Specialist

Possible Duties:

- Builds pipeline and database of qualified candidates by prospecting strategically on a daily and weekly basis using system databases and cultivating relationships.
- Assess company needs and what type of professionals they are seeking.
- Develop and execute recruitment strategies to attract, screen, and hire quality healthcare professionals.
- Facilitate communication and paperwork between parties to ensure a seamless transition to the organization.

Possible Employers:

- Insight Global 
 - Recruiter (*IG has a healthcare sector*)
- Maxim Healthcare Services 
 - Healthcare Recruiter (Trainee)

Salary: \$45k – \$60k

Bachelor of Health Science – Pre-Professional

Medical Assistant

Possible Duties:

- Obtain medical information and measure vital signs, weight, and height.
- Clean and sterilize instruments and dispose of contaminated supplies.
- Record patients' medical history, vital statistics, or test results in medical records.
- Help physicians examine and treat patients, handing them instruments or materials or performing such tasks as giving injections or removing sutures.



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Possible Employers:

- DuPage Medical Group/Duly Health and Care
 - *Medical Assistant Specialties: Weight Loss Clinic, Allergy Asthma and Immunology, Pediatrics, Nephrology, Gastroenterology, etc.*
- Missouri Heart Center

Salary: \$34k – \$47k**Patient Care Technician****Sample Job titles:** Unlicensed Assistive Personnel (UAP), Patient Care Assistant, Care Team Associate, Nursing Aide/Assistant**Possible Duties:**

- Answer call signals, lights, or intercom systems to determine patients' needs.
- Document or otherwise report observations of patient behavior, complaints, or physical symptoms to nurses.
- Review patients' dietary restrictions, food allergies, and preferences to ensure patient receives appropriate diet.
- Restock patient rooms with personal hygiene items, such as towels, washcloths, soap, or toilet paper.

Possible Employers:

- MU Healthcare 
 - Patient Care Tech (PCT)/Care Team Associate-Clinical (CTA-C)
- St. Luke's Health System  
 - Nursing Assistant (*welcomes beginner PCTs, no CNA required*)
 - Behavioral Health Tech (*i.e., PCT in a psychiatric center*)

Salary: \$40k – \$50k**Other various Technicians/Assistants/Aides****Sample Jobs titles:** Ophthalmic Technician, Behavioral Technician, Surgical Technician, Chiropractic Assistant, Dental Assistant, Medication Technician, Perioperative Assistant**Possible Duties:**

- Apply sutures, staples, clips, or other materials to close skin, fascia, or subcutaneous wound layers.
- Prepare patient, sterilize or disinfect instruments, set up instrument trays, prepare materials, or assist during procedures.
- Record treatment information in patient records.
- Report care plan progress and updates to attending licensed professional.

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Possible Employers:

- Thompson Center, BrightSpring 
 - Behavioral Technician
- Medical Associates Clinic & Health Plans
 - Ophthalmic Assistant
- CenterPointe Hospital of St. Louis
 - Psychiatric Technician
- Columbia Chiropractic Center
 - Chiropractic Therapy Assistant 
- Central Missouri Orthodontics
 - Orthodontic Assistant
- MU Healthcare 
 - Orthopedic Technician

Salary: \$31k – \$55k

Bachelor of Health Science – Rehabilitation Sciences

Activities Coordinator

Sample Job titles: Wellness Coordinator, Fitness and Wellness Manager, Fitness Director**Possible Duties:**

- Develop or coordinate fitness and wellness programs or services.
- Manage or oversee fitness or recreation facilities, ensuring safe and clean facilities and equipment.
- Supervise fitness or wellness specialists, such as fitness instructors, nutritionists, or health educators.
- Teach fitness classes to improve strength, flexibility, cardiovascular conditioning, or general fitness of participants.

Possible Employers:

- Spectrum Retirement Communities
- Aegis Therapies 
 - Wellness & Activities Director

Salary: \$31k – \$50k

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Physical Therapy Aide/Technician

Possible Duties:

- Clean and organize work area and disinfect equipment after treatment.
- Instruct, motivate, safeguard, or assist patients practicing exercises or functional activities, under direction of medical staff.
- Administer active or passive manual therapeutic exercises, therapeutic massage, or heat, light, sound, water, or electrical modality treatments, such as ultrasound.
- Observe patients during treatment to compile and evaluate data on patients' responses and progress and report to physical therapist.

Possible Employers:

- Alliance Physical Therapy Partners 
 - Physical Therapy Technician
- Athletico Physical Therapy 
 - Physical Therapy Aide

Salary: \$35k – \$44k

Rehabilitation Aide/Technician

Possible Duties:

- Assists therapists (e.g., PT/OT, PTA/OTA, and/or Nurses) in providing patient care.
- Brings patient to area and assists with dressing, draping, equipment set-up and/or preparation to return to floor, home, physician's office, or other therapy
- Assists with patient treatment such as gait training, transfers, exercise programs, activities of daily living (ADL) training, splinting, etc under guidance of therapist
- Reviews procedures with patients thoroughly and assists patients as necessary

Possible Employers:

- SSM Health 
 - Rehab Aide
- Fulton State Hospital
 - Forensic Rehabilitation Specialist

Salary: \$36k – \$50k



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Companies & Organizations to Consider

Blue Cross Blue Shield

Background: BCBS is an organization that encompasses 35 independent and locally operated health insurance companies in the United States. BCBS offers a range of healthcare insurance plans (e.g., individual and family plans, Medicare/Medicaid, and employer-sponsored coverage).

Possible Positions:

- Product Analyst
 - **Summary:** This position is responsible for supporting the product lifecycle by gathering, organizing, analyzing, and interpreting marketing, financial, and operating data. Assisting in report preparation as well as creation and maintenance of project management documentation.
 - **Requirements:** Bachelor's degree and 1 year experience in strategic planning, research, project management, or relevant health care industry experience; Strong analytic and information synthesis skills
- Producer Sales Consultant
 - **Summary:** This position is responsible for new sales of individual health insurance products and ancillary products by assigned producers (brokers and general agents) for an assigned sales territory and for the recruitment and selection of new producers. This position is accountable for attaining new sales growth goals.
 - **Requirements:** Bachelor's degree; Verbal and written communication skills; Interpersonal and relationship building skills. Obtain a general agent insurance license within the first 3 months of hiring. Applicants must take and pass the HCSC Medicare Certification exam.
- Associate Health Advocacy Concierge
 - **Summary:** This position is responsible for being a compassionate and dedicated advocate for the member, to demonstrate a concierge attitude when assisting members with maximizing their benefits, navigating the healthcare system and reaching their optimal health. Responsible for providing guidance and answering questions from members about their benefits and medical claims, as well as educating members about health and wellness programs.
 - **Requirements:** Bachelor's degree (preferably in Health Studies); Customer service experience; Preferred knowledge of medical terminology



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Background: BJC Health System is a healthcare corporation based in Missouri covering three nationally recognized hospitals – Barnes-Jewish Hospital, St. Louis Children’s Hospital, and St. Luke’s Health System (KC) – along with several other smaller hospitals, clinics, and institutes.

Possible Positions:

- Medical Laboratory Scientist/Medical Technologist
 - **Summary:** Performs specimen processing and routine / complex testing on blood and other specimens which requires a knowledge and understanding of quality control, basic instrument maintenance, and procedure methodologies and reference ranges. Maintains appropriate documentation of all activities as required. Demonstrates good clinical laboratory practice.
 - **Requirements:** Bachelor’s degree; <2 years of experience
- Supply Distribution Technician
 - **Summary:** Oversees daily management of medical material (supplies, equipment and linen) for multiple departments throughout the hospital and/or network. Primary duties will include supply room and warehouse cleaning and organization, reviewing item par levels and usage with department leadership, material ordering, receiving and stocking, assisting with manufacturer recall notifications/usage investigations.
 - **Requirements:** No educational or experience requirements. Preferred educational background in healthcare, management, or logistics.
- Community Education Instructor
 - **Summary:** Delivers child health and wellness, normal growth and development, safety, and other pediatric presentations, classes and other events for the community and schools. Provides hands-on instruction and/or medical care to children, parents and professionals through a variety of activities. Assists with the revision of current programs and the development of new programs.
 - **Requirements:** No educational or experience requirements. Preferred Bachelor’s degree in healthcare related field of study.

Cerner Corporations

Background: Cerner is a major provider of health IT system solutions. They focus on developing and implementing electronic health record (EHR) systems and other IT solutions to improve clinical, financial, and operational outcomes in healthcare systems.



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Possible Positions:

- Sales Development Representative
 - **Summary:** A challenging, exciting role that will test your sales skills, tenacity and prospecting skills, critical thinking capabilities, ability to remain focused, and follow-through. You will be provided the tools, training, coaching, and people resources to help you be successful. Upon territory assignment, you will qualify and promote leads for new prospects and/or existing customers to the Oracle sales team with defined next steps.
 - **Requirements:** Bachelor's degree; 0-3 years of related work experience and/or applicable coursework, philanthropy, extracurriculars, etc.
- Oracle Health Delivery Consultant
 - **Summary:** As a Delivery Consultant, you will advise clients during implementations to deliver client-specific venue configuration, testing, and training. As a member of this team, you are responsible for advising clients on current workflows and configurations, upgrade implications, system changes and enhancements as well as ongoing system maintenance for clinical and non-clinical applications.
 - **Requirements:** Bachelor's degree or equivalent relevant work experience
- Business Development Consultant
 - **Summary:** Oracle Business Development Consultant Program is focused on enabling you with the needed sales skills for success in the business development role and your future career in sales. The program offers the opportunity to achieve multiple levels of career progression with increasing levels of responsibility within the Oracle sales organization.
 - **Requirements:** Bachelor's degree; 1-3 years of work experience (unspecified)

Maxim Healthcare Services

Background: Maxim offers a wide range of services, including in-home healthcare, medical staffing, and even wellness programs in certain states. Maxim partners with local agencies and referral sources across the U.S. to provide care plans for a variety of needs.

Possible Positions:

- Recruiter Trainee → Healthcare Recruiter
 - **Summary:** Develop and execute recruitment strategies to attract, screen, and hire quality healthcare professionals. Utilize various recruitment tools and methods to source and attract a pool of qualified and diverse candidates. Develop and maintain relationships with active clients, patients, and referral sources
 - **Requirements:** Bachelor's degree



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- Business Development Manager
 - **Summary:** Responsible for the overall development and execution of the marketing and business development strategy consistent with the focus and goals of the organization for a specific geographic area. Where applicable or required by state regulations the Manager may also act as the Administrator. Responsible for building, developing and executing an effective recruitment strategy and participates in the development and growth of the Recruiters.
 - **Requirements:** Bachelor's degree required; Preferred experience in business development
- Medical Billing Specialist
 - **Summary:** Reviews branch sales for appropriate documentation, generate and bill claims and/or invoices, follows up on unpaid accounts, and provides support and customer service to branch offices regarding billing concerns.
 - **Requirements:** Bachelor's degree; Preferred experience in billing/collections

Mercy Health System

Background: Mercy is one of Missouri's leading hospital systems, with more than 40 acute care and specialty hospitals employing 40,000 workers and 2,400 physicians. Specialty clinics include Women's Health, Burn Center, Stroke Center, Clinical Trials, and more. Named "Top 100 Places to Work" in Modern Healthcare Magazine.

Possible Positions:

- Credentialing Analyst
 - **Summary:** Responsible for sending initial and reappointment applications for all Mercy credentialed practitioners. Responsible for following up with all practitioners regarding missing applications and expiring licenses, board certifications, and insurance. Communicates with all Mercy Hospital, Clinics, Recruitment, Practice Managers, Managed Care, Medical Staff Professionals, and Provider Enrollment.
 - **Requirements:** Bachelor's degree; previous office or data entry experience
- Business Administrator
 - **Summary:** Responsible for the day-to-day operations and management of a provider practice. Provides leadership, directly, growth, and administration of operations to ensure accomplishment of objectives.
 - **Requirements:** Education in health or business administration



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- Operations Manager
 - **Summary:** Responsible for management of a variety of programs and projects, the manager will work closely alongside operational leaders and front-line managers to support operations achievement of strategic goals.
 - **Requirements:** Bachelor's degree in business or healthcare; 0-3 years' experience in healthcare operations

State Department of Health

Background: Also known as "State Health Agencies" these are departments/agencies in every U.S. state that work to improve the health of residents. They address various public health issues, from assessing health risks for communities to targeting disease outbreaks. Names vary depending on the state (e.g., Missouri Dept. of Health and Senior Services).

Possible Positions:

- Adult Protective Services Specialist
 - **Summary:** Investigate reports of abuse, neglect, and exploitation of the elderly (60+) and disabled (18+). Conduct home visits to observe surroundings and interview victims and caregivers. Coordinate interventions and ongoing protective services needs.
 - **Requirements:** Bachelor's degree in healthcare or social services
- Project Specialist
 - **Summary:** Update policy and regulation as determined necessary, develop memorandums to staff and stakeholders, and provide guidance and/or approval related to the authorization of services. Work with providers to obtain bids for relevant supplies and equipment. Complete care plan authorizations.
 - **Requirements:** Bachelor's degree
- Benefit Programs Specialist
 - **Summary:** Conduct reviews of benefits claims ensuring providers are appropriately billing and providing services in accordance with federal and state regulations and requirements. Manage a case load that consists of selecting claim samples, review of medical record documentation to support billings, prepare written reports regarding any findings, and make determinations on what administrative action to pursue.
 - **Requirements:** Bachelor's degree



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State Emergency Management Agency (SEMA)

Background: SEMAs protect communities and their citizens by coordinating activities to prepare for, respond to, and recover from emergencies. SEMAs coordinate with local and federal governments and volunteer or faith-based organizations to manage large emergencies.

Possible Positions:

- Program Specialist (ex: Radiological Emergency Preparedness)
 - **Summary:** Manage the radiation detection instrument program for Missouri State Emergency Management Agency, ensuring all radiation detection instruments are tested, tracked, and distributed to risk counties. Test equipment used to detect radiation and conduct routine maintenance of all equipment and will serve on the team assisting with plan development, training and participating in required drills.
 - **Requirements:** Bachelor's degree

Scribe America

Background: ScribeAmerica is the nation's most frequently used medical scribe company with more than 25,000 employees across 50 states. This company trains individuals to become scribes, work with you to find placement, and provides opportunities for advancement.

Possible Positions:

- Medical Scribe (3000+ locations across America and Canada)
 - **Summary:** Gain substantial knowledge in how to appropriately document patient history, physical exams, assessments, diagnostic results, medical procedures, treatment plans, medical opinions of consultants, diagnoses, medication/prescription information, and follow-up instructions.
 - **Requirements:** Commit to ScribeAmerica for up to 1 year, be flexible enough to work 2 shifts a week, be able to type 40 words per minute, familiarity with basic medical terminology. Scribe University and Clinical Training will be provided.
- Career Advancements may include becoming Chief Scribe, Scribe Trainer, project leaders, and corporate roles.



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Senior Benefit Services

Background: SBS is one of the largest senior citizen insurance organizations in the United States. They represent over 50 life and health insurance companies and have specialized in Medicare coverage since 1975.

Possible Positions:

- Inside Sales Intern
 - **Summary:** Assist Medicare-eligible individuals in selecting insurance coverage that best meets their needs. Aid customers in the enrollment process while answering any questions about insurance coverage. Follow up with current clients to assist them with any insurance plan issues. Work alongside a mentor who will help train you. Opportunities for full-time following successful completion!
 - **Requirements:** Be enrolled in a college program. Obtain a Health and Life Insurance License upon hire.
- Administrative Assistant
 - **Summary:** The Administrative Assistant for SBS will work with a sales agent, to help retain and add clients to the block of business while creating a remarkable customer service experience.
 - **Requirements:** No basic education or experience requirements.

UnitedHealth Group

Background: UnitedHealth Group is a healthcare and health insurance organization covering two big-name companies – Optum and UnitedHealthcare. Optum covers health insurance, prescription costs, and healthcare technology. UnitedHealthcare covers health benefit plans.

Possible Positions:

- Billing Representative
 - **Summary:** Responsible for the validation of charge data received from the clinic settings, creation and submission of complete and accurate claims, follow-up on claims status, payment accuracy, appeals and correspondence.
 - **Requirements:** Education or experience in medical billing and coding; Preferred familiarity with medical terminology



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- Clinical Administrative Coordinator
 - **Summary:** Work with hospitals, clinics, facilities and the clinical team to manage request for services from members and/or providers. Manage the referrals process, processing incoming and outgoing referrals, and prior authorizations, including intake, notification and census roles.
 - **Requirements:** Education or experience in healthcare, Medicare/Medicaid, medical terminology, and/or clerical/customer service facing roles
- Home Health Intake Specialist
 - **Summary:** Responsible for verification of eligibility/benefits, submission of authorization, and data entry into HME/Home Health systems. Obtain patient demographics, type of referral, and type of insurance and ensures information is communicated to pharmacy, clinical team managers (CTM), respiratory, and home medical equipment personnel (HME).
 - **Requirements:** Education or experience in healthcare, medical terminology, and/or medical coding.

University of Missouri Health Care

Background: MU Health Care is the academic health system tied to the University of Missouri's Schools of Medicine and Nursing. MUHC is also responsible for groundbreaking research, is the only Level 1 Trauma Center in Mid-Missouri, the only burn ICU in the region, and has several specialty clinics.

Possible Positions:

- Business Support Coordinator
 - **Summary:** Serves as liaison between unit management and various administrative functions, navigating budgeting, funding, contracts, and personnel matters with precision. Establish and maintain internal systems, ensuring seamless operations and compliance with organizational policies. Multifaceted role extends to coordinating events, managing calendars, and drafting correspondence, demonstrating a proactive approach to addressing day-to-day challenges.
 - **Requirements:** 4 years of education or relevant experience
- Program Coordinator
 - **Summary:** Assist unit management in business or fiscal administration for the unit. Provide high-level support in the processing, documentation, and monitoring of unit budgets, funding, grants, contracts, payroll, employment, travel, billing, and/or purchasing. May assist in unit efforts to



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- acquire alternate sources of funding. Oversee and/or perform a range of diverse administrative activities for the department or organizational unit.
- **Requirements:** 4 years of education or relevant experience
- Patient Experience Specialist
 - **Summary:** This role is a liaison between the patient, the family, and MU Health Care, leading and assisting in the resolution of complaints and grievances. Participates in performance improvement projects that enrich the patient and family experience.
 - **Requirements:** 4 years of education or relevant experience; 3 years of working with the public

Washington University (St. Louis)

Background: Washington University is a private research university, considered to be in the top 10 of its kind in the nation. WashU is frequently a top recipient of NIH funding, and their School of Medicine is one of the largest academic clinical practices in the U.S.

Possible Positions:

- Clinical Research Coordinator I
 - **Summary:** Position assists investigators as coordinator of a basic to moderately complex clinical research study; may be responsible for multiple research studies simultaneously, acting as a liaison with the school, sponsoring agency, community and the study participants; responsible for managing and recording all phases of study protocol as required by sponsoring agency to ensure compliance.
 - **Requirements:** Bachelor's degree and Basic Life Support certification (or must be obtained within one month of hire)
- Clinical Service Representative
 - **Summary:** Provides clinical office support including greeting and registering patients, scheduling appointments, verifying insurance benefits and referrals, and collecting co-payments.
 - **Requirements:** Education or experience in medical or healthcare setting and Basic Life Support certification (or obtained within one month of hire)
- Clinical Operations Assistant
 - **Summary:** Position supports Clinical Operations Manager with effective management for daily office / departmental functions; performs specialized / technical duties with minimum supervision and oversees day-to-day tasks to ensure department efficiency.
 - **Requirements:** Bachelor's degree



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Other Options to Consider

Job Search Words

Varying the words you use to describe a job will help expand your job search. A similar position at three different companies can be labeled differently (i.e. Manager, Coordinator, and Director). Below are a few different job search terms to consider.

- Administrator
- Advocate
- Assistant/Associate
- Care
- Clinic
- Community
- Consultant
- Coordinator
- Counselor
- Development
- Director
- Educator
- Entry-Level*
- Executive
- Fitness
- Health Services
- Healthcare
- Human Services
- Laboratory
- Leadership
- Manager
- Medical
- Operations
- Outreach
- Patient
- Professional
- Relations
- Representative
- Research
- Sales
- Specialist
- Supervisor
- Support
- Technician
- Wellness

**Entry-level is a great term to add in your job search when you are a new graduate*

See also: [Job Titles Related to Certified Health Education Specialists \(CHES\)](#)

Fellowships

- AmeriCorps
- Association of Public Health Laboratories (APHL) [Fellowships](#)
- Center for Disease Control (CDC) [Fellowships](#)
- Congressional Hunger Center [Fellowships](#)
- Fullbright U.S. Student Program ([study, research, or teach abroad](#))
- Global Health Corps
- Mercy Rotational Leadership Academy ([RLA](#))
- National Institutes of Health (NIH) [Postbac Program](#)
- Peace Corps
- [Teacher Corps](#) (Teach for America)
- White House [Fellows](#)
- View [Mizzou's Fellowships page](#) for more options



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Graduate School

Clinical

- Nursing
- Physical Therapy
- Occupational Therapy
- Dentistry
- Medicine (MD/DO)
- Diagnostic Medical Ultrasound
- Speech-Language Pathology
- Physician Assistant
- Athletic Training
- Anesthesiology Assistant
- Dermatology
- Chiropractor
- Pharmacy
- Neurology
- Dietetics and Nutrition
- Radiography
- Nuclear Medicine
- Respiratory Therapy
- Psychiatry

Non-Clinical

- Master of Health Administration
- Master of Social Work in Policy, Planning, and Administration
- Master of Business Administration
- Master of Public Health
- Master of Health Informatics
- Master of Public Affairs
- Graduate Certificate in Health Data Science
- Graduate Certificate in Healthcare Project Management
- Ph.D. in Translational Biosciences
- Educational Leadership & Policy Analysis (EdD/PhD)
- Master of Arts in Journalism, Emphasis in Health Communication

Bridge Year

Also known as a “gap year”, a bridge year is an intentional break between your undergraduate degree and pursuing a graduate/professional degree. A bridge year can be an important opportunity to gain work and life experiences that will further benefit your next steps. There are several ways you can fill your bridge year to make the most of your experience.

Accelerated Masters Programs

There are many one-year Masters programs that can help bolster your credentials before applying to professional school, and most are taught with the same professors and same students in the corresponding medical school programs. Some masters programs may even serve as a direct pathway into the same institution’s M.D., D.O., PharmD, or other programs.

- **Touro University**
 - One-year “[Master of Science in Interdisciplinary Studies in Biological and Physical Sciences](#)”
 - Graduates who achieve “key academic and professional benchmarks” will be invited to enter the Touro College of Osteopathic Medicine upon M.S. degree completion!



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- **Arkansas College of Health Education (ACHE)**
 - One-year "[Master of Science in Biomedicine](#)"
 - M.S. students who earn B's or better are guaranteed interviews with the Doctor of Osteopathic Medicine (D.O.), Physical Therapy, and Occupational Therapy programs at ACHE!
- **Edward Via College of Osteopathic Medicine (VCOM)/Bluefield University**
 - One-year "[Master of Arts in Biomedical Sciences](#)"
 - Students who excel and attain program benchmarks have a direct linkage to being admitted to the VCOM D.O. program!
 - Students are *also* guaranteed interviews for Anesthesiology Assistant program, Pharmacy school, M.A. in Counseling, Masters in Education, and a Masters of Business Administration.

Direct Patient Care Experience

Certain professional/graduate programs may require (or strongly recommend) a certain number of direct patient care hours before applying. Yet, most students are not able to rack up the necessary hours while in school full-time. This is where it can be beneficial to take a bridge year and build those crucial direct hours while also earning money to offset the costs of grad school.

- **BrintonVision: Gap-Year Medical/Surgical Technicians** 
 - For over five years, Brinton Vision has worked with gap year students that are pre-med, pre-optometry, and pre-PA school to create full time positions offering an in-depth learning experience in refractive surgery with daily direct patient care and physician observation.
 - Contact: info@brintonvision.com
- **George Dermatology: Gap-Year Medical Assistant** 
 - You will gain a wealth of knowledge in dermatology, general medicine, pharmacology, compassionate patient care, electronic medical records, and entrepreneurship in small business that will make you a robust candidate for any further education goals or jobs in the health care field.
 - Contact: info@georgedermatology.com

Volunteer in Medically-Related Field

Clinical volunteer opportunities are a great way to stand out on your applications while also gaining valuable healthcare experience and serving much needed communities. Some opportunities may even be global, immersing you in an underserved culture with exposure to the diverse range of health disparities across the world. Or volunteering in non-medical settings is great too!



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- [American Red Cross](#)
- [Global Medical Brigades](#) *opportunities for hands-on patient medical and dental care!
- [Medical Reserve Corps](#)
- Check your local hospitals, clinics, hospice homes, homeless shelters

Conduct Research

While research is often not a requirement for admissions to professional/graduate schools, it can make you stand out as a highly competitive candidate. Conducting research shows that students have spent additional time learning hands on aspects of science that are not traditionally taught in the classroom. You may even get the chance to present or publish your contributions. Review our resources above on finding Clinical Research Trials opportunities.

Certifications to Accompany Undergraduate Degree

All certificates listed below are obtainable at Mizzou

- **Addiction Studies Certificate**, *College of Arts & Sciences*
- **Basic/Advanced Life Support (BLS/ALS)**, [MU Health Care](#)
- **Certified Health Education Specialist (CHES)**, *College of Health Sciences*
- **Emergency Medical Technician (EMT)**, [MU Extension](#)
- **Fitness Programming and Management Certificate**, *College of Health Sciences*
- **Global Supply Chain Management Certificate**, *Trulaske College of Business*
- **Human Resources Management Certificate**, *Trulaske College of Business*
- **Multicultural Studies Certificate**, *College of Arts & Sciences*
- **Natural Environment and Human Health Certificate**, *CAFNR and CHS*
- **Public Health and Gender Certificate**, *Public Health and Women & Gender Studies*
- **Sales & Customer Development Certificate**, *Trulaske College of Business*

Other Certifications

Certificates below are not available through Mizzou

- **First Aid/CPR/AED**
- **Coding Specialist Certificate**
- **Pharmacy Technician Certificate**
- **Medication Technician Certificate**
- **Phlebotomy Certificate**
- **Personal Trainer Certificate**
- **Project Management Certificate**
- **Six Sigma Certificates** (*quality control certification to reduce waste and decrease defects*)



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