



WHAT ARE YOU UP FOR?

MY LIFE AS



A CLINIC COORDINATOR: CYNTHIA LINARES

Cynthia Linares' career enables her to make a difference for her family as well as for others. During work hours, she provides excellent health care to her patients. In her free time, she and her kids explore Texas in their travel trailer. Cynthia loves the many opportunities and the potential for continued growth she's been able to realize through her career at Houston Methodist Hospital. She's one of more than 350,000 health care professionals employed in Houston—where they not only improve individual lives, but also raise the quality of life across the region and world.

Cynthia found her calling *not* by spending four to six years studying to be a nurse, but by pursuing a one-year medical assistant program at technical school. "It was an amazing opportunity, and I'm glad I did it," she said.

REQUIREMENTS:

Certificates, licenses, and registrations; work experience

TIPS FOR SUCCESS:

Ability to successfully communicate with patients, family members, co-workers, and physicians

SALARY:

\$40,000 to \$50,000

KEY CAREER RESPONSIBILITIES:

Direct the workflow of the front-desk area. Schedule tests and appointments for patients. Provide personalized care and service—with an emphasis on safety—to patients. Ensure patients' needs are met. Enable patients to participate in developing their plan of care. Work in teams. Assist physician or physician's assistant.

CAREER PATH:

Medical assistant, senior medical assistant, clinic coordinator

ADVANCEMENT:

Office lead, practice manager, senior practice manager