

# Real-Time Job Demand: March/April 2015



## Economic Growth Region 5

Boone, Hamilton, Hancock, Hendricks, Johnson, Madison, Marion, Morgan and Shelby Counties

## Spotlight on Frequent Job Openings in Health Services and Social Assistance for EGR 5

| Occupation Title                              | Other Common Job Titles   | Job Description   | Entry Level Wage | Experienced Wage | Minimum Education Required |
|---|---|---|------------------|------------------|----------------------------|
| <b>Registered Nurses</b>                      | Acute Care Nurse, Charge Nurse, Critical Care Nurse, Director of Nursing                          | Assess patient health problems and needs, develop and implement nursing care plans, and maintain medical records. Administer nursing care to ill, injured, convalescent, or disabled patients. May advise patients on health maintenance and disease prevention or provide case management. Licensing or registration required.   | \$46,405         | \$70,264         | Associate's degree         |
| <b>Medical &amp; Health Services Managers</b> | Clinical Director, Director of Nursing, Health & Social Services Manager, Medical Records Manager | Plan, direct, or coordinate medical and health services in hospitals, clinics, managed care organizations, public health agencies, or similar organizations.  | \$57,741         | \$116,667        | Bachelor's degree          |
| <b>Medical Assistants</b>                     | Certified Medical Assistant, Doctor's Assistant, Ophthalmic Assistant                             | Perform administrative and certain clinical duties under the direction of a physician. Administrative duties may include scheduling appointments, maintaining medical records, billing, and coding information for insurance purposes. Clinical duties may include taking and recording vital signs and medical histories, preparing patients for examination, drawing blood, and administering medications as directed by physician. | \$24,773         | \$33,675         | Post-secondary certificate |
| <b>Nursing Assistants</b>                     | Certified Medication Aide (CMA), Certified Nurse Aide (CNA), Certified Nursing Assistant (CNA)    | Provide basic patient care under direction of nursing staff. Perform duties such as feed, bathe, dress, groom, or move patients, or change linens. May transfer or transport patients. Includes nursing care attendants, nursing aides, and nursing attendants.   | \$21,278         | \$27,185         | High School diploma        |

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|---|--|---|------------------|------------------|----------------------------|
| <b>Licensed Practical &amp; Vocational Nurses</b>               | Clinic Nurse; Licensed Practical Nurse (LPN); Licensed Vocational Nurse (LVN); Office Nurse                              | Care for ill, injured, or convalescing patients or persons with disabilities in hospitals, nursing homes, clinics, private homes, group homes, and similar institutions. May work under the supervision of a registered nurse. Licensing required.  | \$35,443         | \$46,010         | Post-secondary certificate |
| <b>Social &amp; Human Services Assistants</b>                   | Caseworker, Community Coordinator, Family Support Worker, Human Services Program Specialist                              | Assist in providing client services in a wide variety of fields, such as psychology, rehabilitation, or social work, including support for families. May assist clients in identifying and obtaining available benefits and social and community services.  | \$24,253         | \$35,526         | Bachelor's degree          |
| <b>Home Health Aides</b>  | Caregiver, Certified Home Health Aide (CHHA), Certified Medical Aide (CMA), Certified Nurse's Aide (CNA), Home Care Aide | Provide routine individualized healthcare such as changing bandages and dressing wounds, and applying topical medications to the elderly, convalescents, or persons with disabilities at the patient's home or in a care facility. Monitor or report changes in health status. May also provide personal care such as bathing, dressing, and grooming of patient. | \$17,451         | \$24,606         | High school diploma        |
| <b>Physical Therapists</b>                                      | Home Care Physical Therapist; Outpatient Physical Therapist; Pediatric Physical Therapist                                | Assess, plan, organize, and participate in rehabilitative programs that improve mobility, relieve pain, increase strength, and improve or correct disabling conditions resulting from disease or injury.  | \$61,776         | \$93,080         | Bachelor's degree          |
| <b>First-Line Supervisors of Administrative Support Workers</b> | Accounts Payable Supervisor, Administrative Supervisor, Customer Service Manager, Office Manager                         | Directly supervise and coordinate the activities of clerical and administrative support workers.  | \$34,902         | \$63,523         | Bachelor's degree          |
| <b>Medical Secretaries</b>                                      | Admissions Coordinator, Billing Coordinator, Health Unit Coordinator, Medical Office Specialist                          | Perform secretarial duties using specific knowledge of medical terminology and hospital, clinic, or laboratory procedures. Duties may include scheduling appointments, billing patients, and compiling and recording medical charts, reports, and correspondence.   | \$23,795         | \$36,525         | High school diploma        |

| Key Hiring Employers     | Key Hiring Industries                                      |
|--------------------------|--|
| Ascension Health         | General Medical & Surgical Hospitals                       |
| Trilogy Health Services  | Other Ambulatory Health Care Services                      |
| Community Health Network | Offices of Physicians                                      |
| Covance                  | Nursing Care Facilities                                    |
| Indiana University       | Outpatient Care Facilities                                 |
| HCR ManorCare            | Home Health Care Services                                  |
| Brookdale Senior Living  | Medical and Diagnostic Laboratories                        |
| Riverview Hospital       | Individual and Family Services                             |
| The Mentor Network       | Specialty Hospitals (Except Psychiatric & Substance Abuse) |
| IU Health Physicians     | Child Day Care Services                                    |

***Top Skills in Demand\*:***

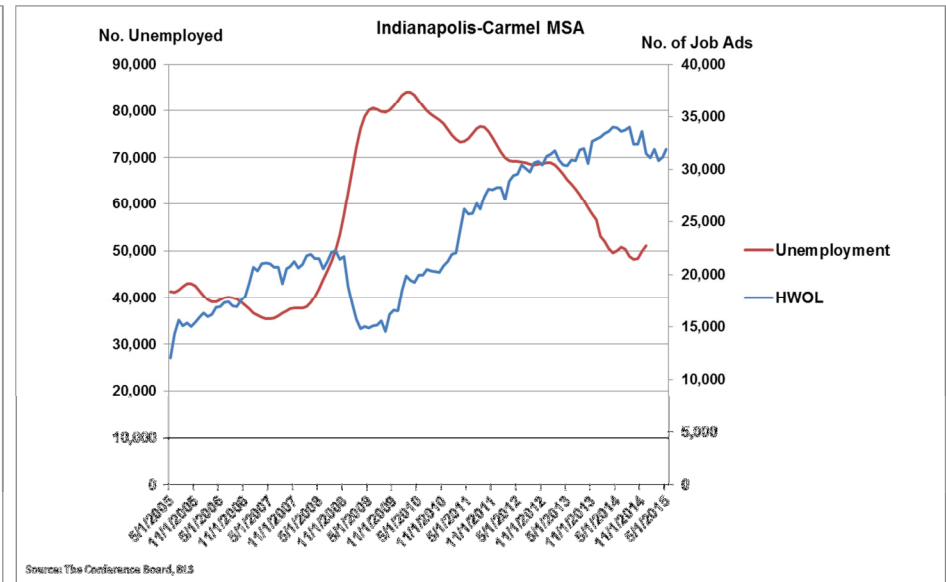
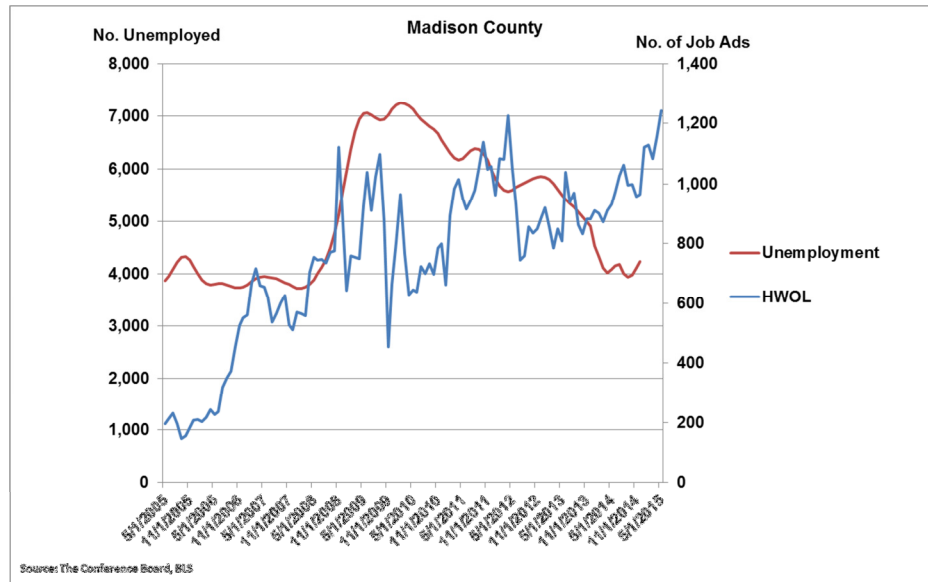
- ***User Experience Design***
- ***Pediatrics***
- ***Behavioral Health***
- ***Quality Assurance***
- ***Public Accounting***
- ***Geriatrics***
- ***Patient Electronic Medical Records***
- ***Quality Control***
- ***ICD-9/ICD-10***
- ***Crisis Intervention Techniques***

***Top Certifications in Demand:***

- ***Certified Registered Nurse***
- ***Basic Life Support***
- ***Cardiopulmonary Resuscitation***
- ***Advanced Cardiac Life Support***
- ***Licensed Practical Nurse***
- ***Nursing Administration***
- ***Commission on Collegiate Nursing Education***
- ***Nursing Assistant***
- ***Early Childhood Education***
- ***Health Insurance Portability and Accountability Act***

\*The skills listed are specialized and are in addition to baseline / soft skills in demand from employers. Statewide baseline skills in demand include: Communication Skills, Organizational Skills, Writing, Customer Service, Leadership, Problem Solving, Detail Oriented, Microsoft, Planning, and Multi-Tasking.

## Supply vs. Demand



### Sources

1. **Job Postings, Top Employers, Industries, Skills and Certifications:** The Conference Board: Help Wanted OnLine. The Help-Wanted Online (HWOL)® Data Series is a job market vacancy listing that provides data collected from online job board sources throughout the U.S., including Indiana Career Connect. IndianaCareerConnect.com is the state of Indiana's free service to benefit individuals and employers.
2. **Job Titles and Descriptions:** O\*NET Online
3. **Education:** U.S. Bureau of Labor Statistics
4. **Wages:** Occupational Employment Statistics, Indiana Department of Workforce Development



## HOOSIERS BY THE NUMBERS

Your source for workforce data from the Indiana Department of Workforce Development

The Indiana Department of Workforce Development serves the worker and the employer to ensure workplace success. DWD is committed to innovating and invigorating Indiana's economic future. Primary services include Work One career centers, unemployment insurance, labor market information, regional workforce strategies, and professional training.

For more regional labor market information, please contact your Regional Labor Market Analyst:

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