



Position Description Volunteer Medical Assistant

Culmore Clinic is an interfaith, 501-c (3) non-profit healthcare clinic offering compassionate and culturally-sensitive medical care, counseling, and specialty referrals to low-income adults at little to no cost in the Bailey's Crossroads community of Fairfax County, Virginia. Our commitment to care for all is displayed by our top-notch medical interpretation services to ensure effective treatment to the culturally diverse community we serve. Volunteers founded The Clinic in 2007 and to this day it is still significantly volunteer run, allowing more resources to go toward patient care.

Clinic Hours:

Tuesdays 10 am -2 pm

Wednesdays 10 am -2 pm and 3 pm- 7 pm

Position Summary:

The Medical Assistant Performs intake screening under supervision of the Nurse and Clinic protocol. Intake screening consists of obtaining patient vital signs and other tests per clinic protocol. This position Assists the Nurse Practitioner with patient examinations and provides language translation where needed.

Requirements:

Education:

- High School diploma
- Bilingual in Spanish.
- Certificate as Medical Assistant a plus

Experience

minimum of one year experience providing intake screening tasks in a medical office or other health care setting. EMTs welcome. Prior experience with health records systems a plus

Please click here to submit a volunteer application:

<https://www.culmoreclinic.org/volunteer-form>