

Entry-level Jobs in Health Care

Are you interested in health care? Looking for entry-level positions with meaningful career opportunities?

Consider applying for a job at one of Colorado's Community Health Centers (CHCs). Community Health Centers are the primary care home for 1 in 7 Coloradans. There are a range of clinical and administrative positions for individuals with a high school diploma or equivalent and offer on-the-job training, and no prior experience is required.

For more information, contact CCHN at chcjobs@cchn.org.



Clinical Positions



Behavioral Health Assistant (BHA)

Duties: support providers by responding to patient questions, provide related health education, connect to community resources, reconcile medication lists, room patients, and coordinate paperwork.

\$52,352 avg. salary

Education Required:
H.S. Diploma or GED

Training:
On-the-Job or Community/Technical College

Certification:
Available but not required



Dental Assistant (DA)

Duties: sterilize equipment, stock procedure areas, room and prepare patients for procedures, update records, work closely with the dentist and dental hygienist to care for patients, and handle a variety of administrative duties.

\$49,875 avg. salary

Education Required:
H.S. Diploma or GED

Training:
On-the-Job or Community/Technical College

Certification:
Available but not required



Licensed Practical Nurse (LPN)

Duties: perform basic medical tasks, check vital signs, act as a liaison between patients, family, and doctors. Provide basic nursing care under supervision of a doctor or advanced practice provider staff, and perform administrative duties.

\$66,790 avg. salary

Education Required:
LPN Certificate

Training:
Community or Technical College

Certification:
Required

Start your career in health care today!

cchn.org/chc-careers/

Visit mycoloradojourney.com to connect to careers, education, and resources.



Medical Assistant (MA)

Duties: support providers, nursing staff, and other staff involved in patient care, room and prepare patients for appointment, take vitals and medical history, room turnover, and support laboratory procedures and other clinic operations.

\$47,065 avg. salary

Education Required:
H.S. Diploma or GED

Training:
On-the-Job or Community/Technical College

Certification:
Available but not required



Pharmacy Technician

Duties: perform administrative duties and customer service in a pharmacy setting, compound and dispense medical prescriptions under supervision, help restock inventory, and advise on over-the-counter remedies.

\$52,627 avg. salary

Education Required:
H.S. Diploma or GED

Training:
On-the-Job or Community/Technical College

Certification:
Required

Administrative Positions



Billing & Patient Accounts

Duties: initiate billing to maximize reimbursement, prepare and follow-up on electronic billing, enter adjustments and provide follow-up and re-bill claims, generate relevant reports, and acts as liaison between the CHC and billing contractor. Possible duties: coding and credentialing providers with insurance companies.

\$49,698 avg. salary

Education Required:
H.S. Diploma or GED

Training:
On-the-Job or Community/Technical College

Certification:
Not required



Care Coordinator/ Patient Navigator

Duties: provide day-to-day patient care coordination, create pre-visit plans, track required paperwork, case management, make referrals, process follow-ups, implement quality improvement and evaluation activities.

\$50,630 avg. salary

Education Required:
H.S. Diploma or GED

Training:
On-the-Job or Community/Technical College

Certification:
Not required



Community Health Worker (CHW)

Duties: serve as a liaison between health/social services and the community, facilitate access to services and improve the quality/cultural competency of service delivery, build individual and community capacity, outreach, community education, informal counseling, and social support.

\$51,562 avg. salary

Education Required:
H.S. Diploma or GED

Training:
On-the-Job

Certification:
Available but not required



Front Desk/ Administrative

Duties: greet and register patients, screen visitors, answer phones, respond to requests for information, assist visitors, complete patient registration paperwork, input data including insurance information, manage provider schedules, and collect co-pays and payment plan payments.

\$45,112 avg. salary

Education Required:
H.S. Diploma or GED

Training:
On-the-Job

Certification:
None required