

## **Part-time Instructors Spring Semester 2019**

### **Medical Billing and Coding Adjunct Instructors**

Lewis and Clark Community College is currently seeking highly qualified and motivated adjunct instructors to teach Medical Billing and Coding courses for the Spring 2019 semester.

Applicants must meet the following requirements:

- A minimum of 2 years of recent work experience in the field (hospital or physician's office)
- Be knowledgeable of ICD-10 coding as well as CPT coding
- Demonstrate competency in the assigned teaching field, such as academic or vocational training and credentials, related work experience, licensure, or certification
- Associates Degree

Teaching and/or supervisory experience is desirable and a Certified Professional Coder (CPC) is preferred.

This is a part-time teaching (adjunct) position. Classes will be taught during the day and/or evening. Contact Shelle Ridings, Coordinator of Medical Assisting and Medical Coding at 618-468-4616 or email [sridings@lc.edu](mailto:sridings@lc.edu).

### **Medical Assisting Adjunct Instructors**

Lewis and Clark Community College is currently seeking highly qualified and motivated adjunct instructors to teach Medical Assisting courses for the Spring 2019 semester. Applicants must meet the following requirements:

- A minimum of 3 years of recent work experience in the field in a physician's office
- Maintain active participation in professional development opportunities that encompass the discipline of medical assisting, teaching effectiveness and student learning
- Maintain affiliations with national and regional organizations
- Associate's or Bachelor's Degree in Medical Assisting or Nursing and must be credentialed in medical assisting or as a registered nurse
- Experience in phlebotomy, immunizations, venipuncture, injections, pharmacology, EKG, wound care, GYN procedures and vital signs

Previous teaching experience is preferred. Documentation, computer skills, administrative competency, EHR (electronic health records)/Practice management knowledge helpful.

This is a part-time teaching (adjunct) position. Classes will be taught during the day and/or evening. Contact Shelle Ridings, Coordinator of Medical Assisting and Medical Coding at 618-468-4616 or email [sridings@lc.edu](mailto:sridings@lc.edu).

**AA/EEOC**