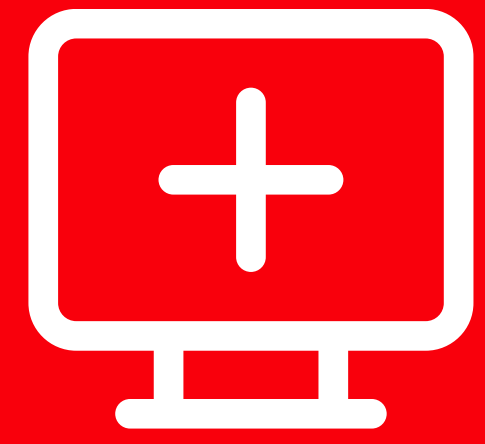


# HEALTHCARE ADMINISTRATION

## Career Pathways Overview

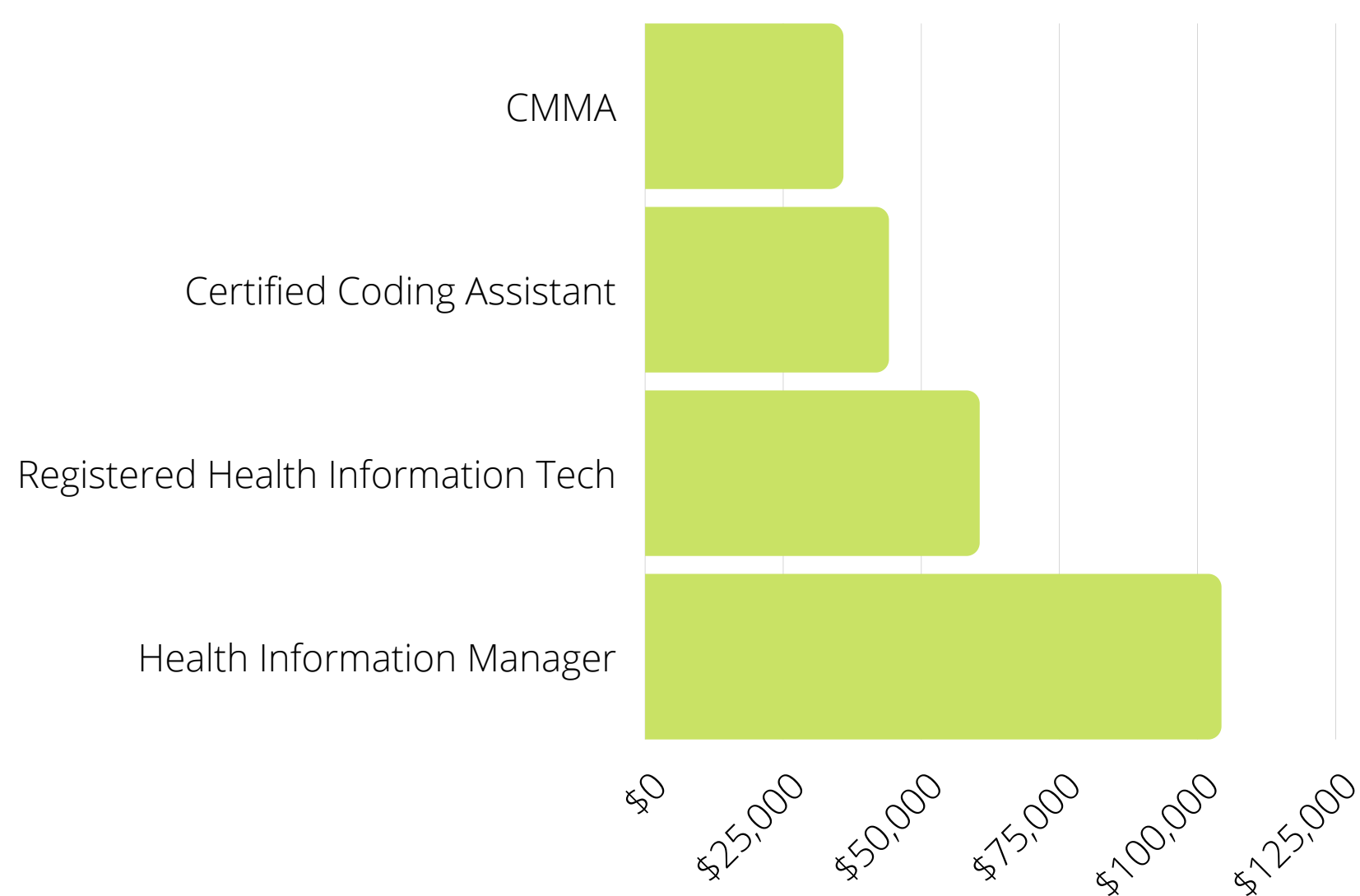


## OVERVIEW

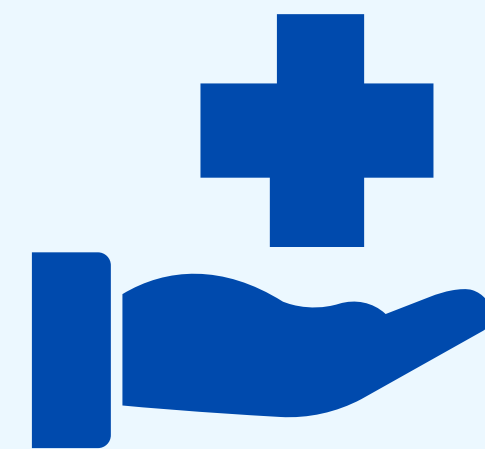
Health administration professionals work to administer, lead and manage healthcare systems, such as hospitals, hospital networks or large healthcare systems. These dedicated individuals work closely with other healthcare professionals to ensure that patients receive the best possible care.

## THE STATISTICS

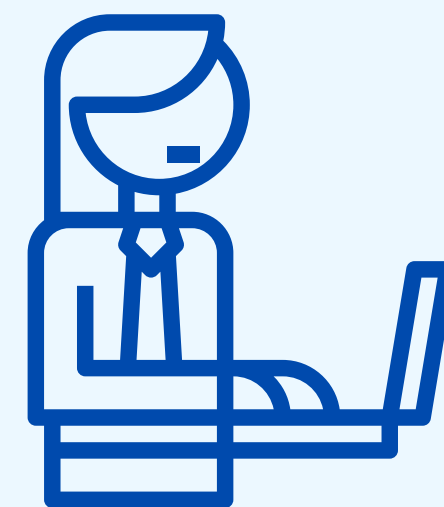
Careers within this pathway include Certified Medical Administration Assistant, Certified Coding Assistant, Registered Health Information Technician, and Health Information Manager. The National median ranges are listed below and are directly correlated with education and experience. The outlook for this pathway is projected to grow about 17% from 2019 - 2029.



## PATHWAY



CERTIFIED MEDICAL  
ADMINISTRATION  
ASSISTANT



CERTIFIED CODING  
ASSISTANT



REGISTERED HEALTH  
INFORMATION  
TECHNICIAN



HEALTH INFORMATION  
MANAGER

# HEALTHCARE ADMINISTRATION

## Career Pathways Overview



### CERTIFIED MEDICAL ADMINISTRATIVE ASSISTANT

**Certified medical administrative assistants (CMAA)** complete administrative and clinical tasks in hospitals, offices of physicians, and other healthcare facilities.

**Credentials Required:** High School Diploma, Vocational Technical Degree plus certification

**Outlook:** Projected 19% growth between 2019-2029

### CERTIFIED CODING ASSISTANT

**Certified Coding Assistants**/Medical records and health information specialists organize, manage, and code health information data. They use various classification systems to code and categorize patient information for insurance reimbursement purposes, for databases and registries, and to maintain patients' medical and treatment histories.

**Credentials Required:** High School Diploma, High School Diploma, Vocational Technical Degree plus certification and Exam

**Outlook:** Projected 8% growth between 2019-2029

### REGISTERED HEALTH INFORMATION SPECIALIT/TECH

**Registered health information technicians (RHIT)**, verify the accuracy of electronic medical records.

**Credentials Required:** Associates degree plus certification

**Outlook:** Projected 8% growth between 2019-2029

### HEALTH INFORMATION MANAGER

**Health information managers (HIM)** organize, oversee, and protect patient health information data which includes symptoms, diagnoses, medical histories, test results, and procedures. These administrative professionals make sure that traditional and digital medical data maintains its quality, accuracy, accessibility, and security.

**Credentials Required:** Bachelor's degree, and sometimes Master degree

**Outlook:** Projected 32% growth between 2019-2029