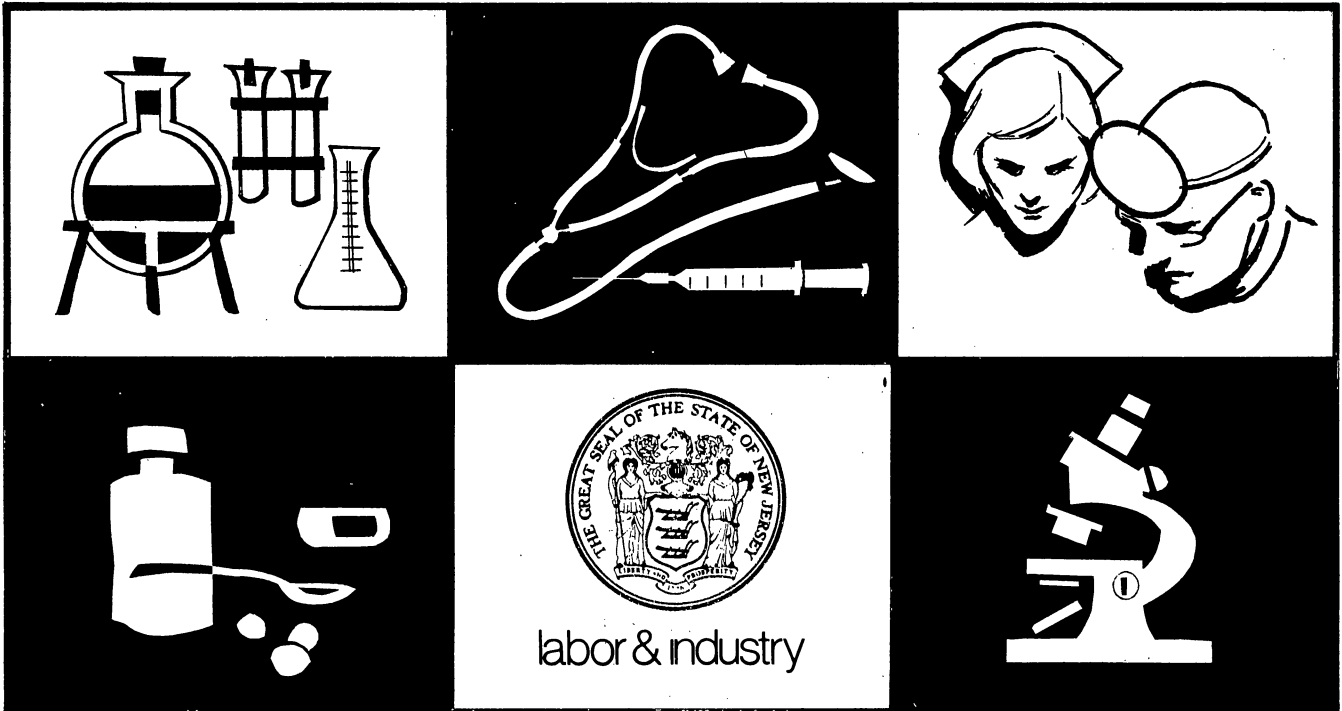


901872

1973m

selected
**HEALTH
CAREERS**

IN NEW
JERSEY



New Jersey State Library

4
17
4
3

SELECTED HEALTH CAREERS

in New Jersey

**COMMUNICATIONS CONCERNING JOB FAMILY
PUBLICATIONS SHOULD BE ADDRESSED TO:**

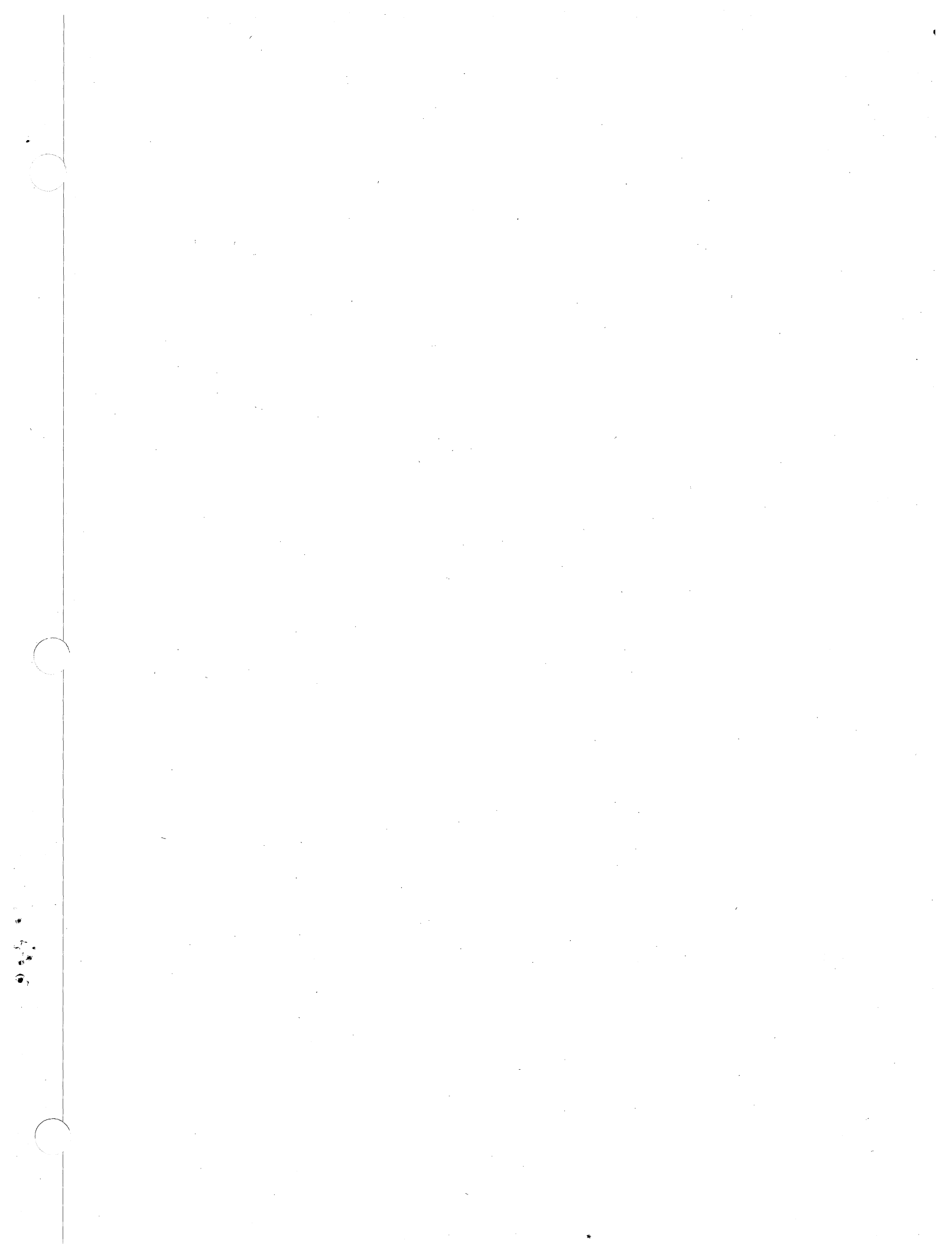
**DIVISION OF PLANNING AND RESEARCH
Labor and Industry Building
P.O. Box 359
Trenton, New Jersey 08625**

William T. Cahill, Governor

Ronald M. Heymann, Commissioner

FOR ADDITIONAL INFORMATION CONCERNING
USE AND INTERPRETATION OF JOB FAMILY BOOKLETS
CALL AT YOUR NEAREST LOCAL EMPLOYMENT OFFICE

NEW JERSEY STATE TRAINING AND EMPLOYMENT SERVICE
Affiliated with United States Training and Employment Service



ACKNOWLEDGMENTS

This booklet has been prepared by the Division of Planning and Research of the New Jersey Department of Labor and Industry in cooperation with the United States Department of Labor.

We are grateful for the generous contribution of those professional organizations who furnished technical material in their respective professions. The assistance of the following New Jersey associations and State agencies who cooperated in reviewing and editing this material is also gratefully acknowledged:

New Jersey Hospital Association, Princeton, New Jersey 08540.

Division of Vocational Education, New Jersey Department of Education, Trenton, New Jersey 08625.

New Jersey Department of Higher Education, Trenton, New Jersey 08625.

Office of Comprehensive Health Planning, New Jersey Department of Health, Trenton, New Jersey 08625.

New Jersey Health Careers Service, Trenton, New Jersey.

New Jersey Association of Hospital Auxiliaries, Princeton, New Jersey 08540.





FROM THE COMMISSIONER:

Adequate health care for all its citizens is one of the major problems of State Government in New Jersey.

A large part of this problem is that there are not enough qualified personnel available to meet the ever-increasing needs of the health programs.

Since it is one of the functions of the Department of Labor and Industry to counsel and place members of the labor force in appropriate employment, we are giving particular attention to such personnel.

This manual is designed to explain the various types of employment available to technicians and para-professionals in health services.

The demand exists. Now we must find the people to fill the jobs.

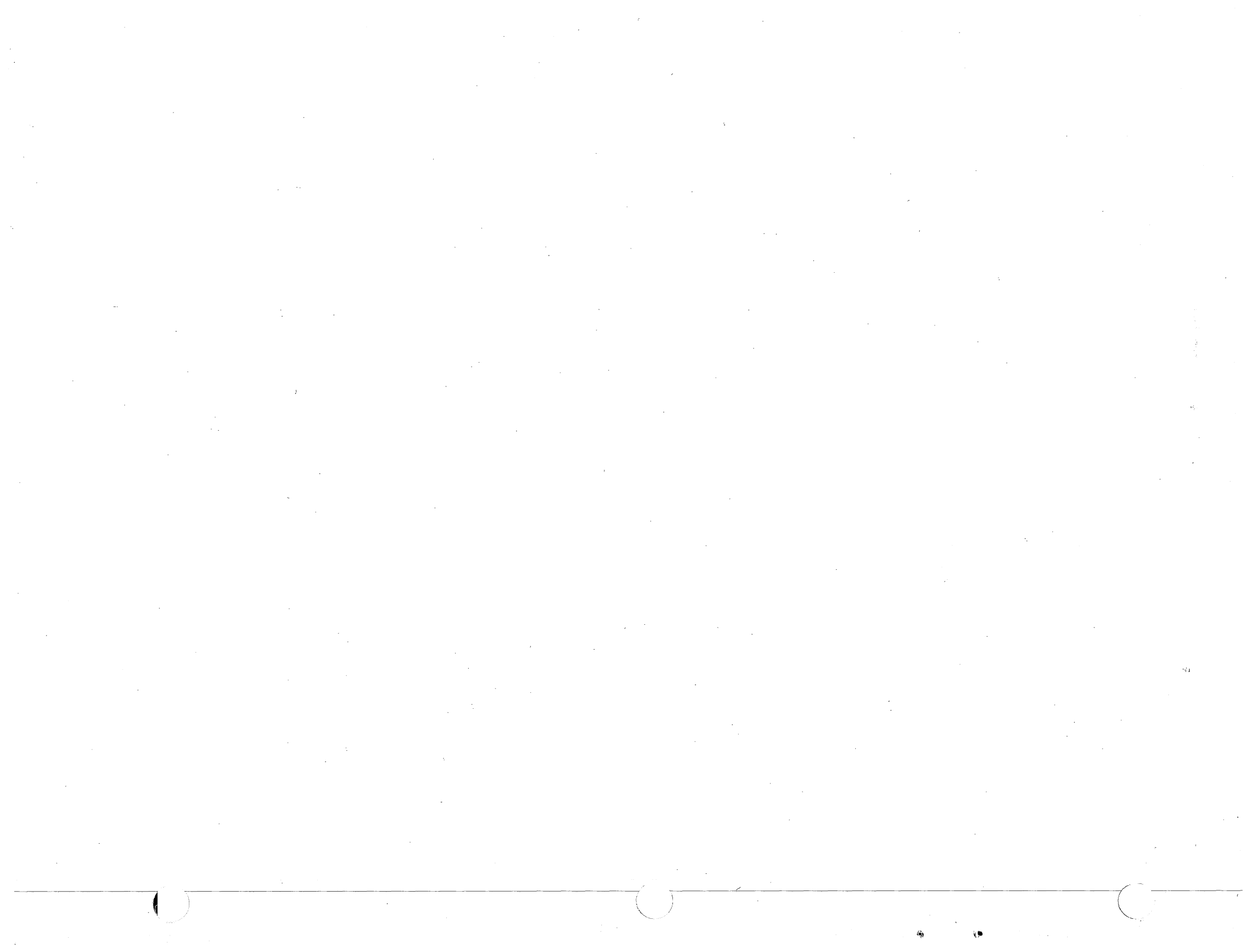


TABLE OF CONTENTS

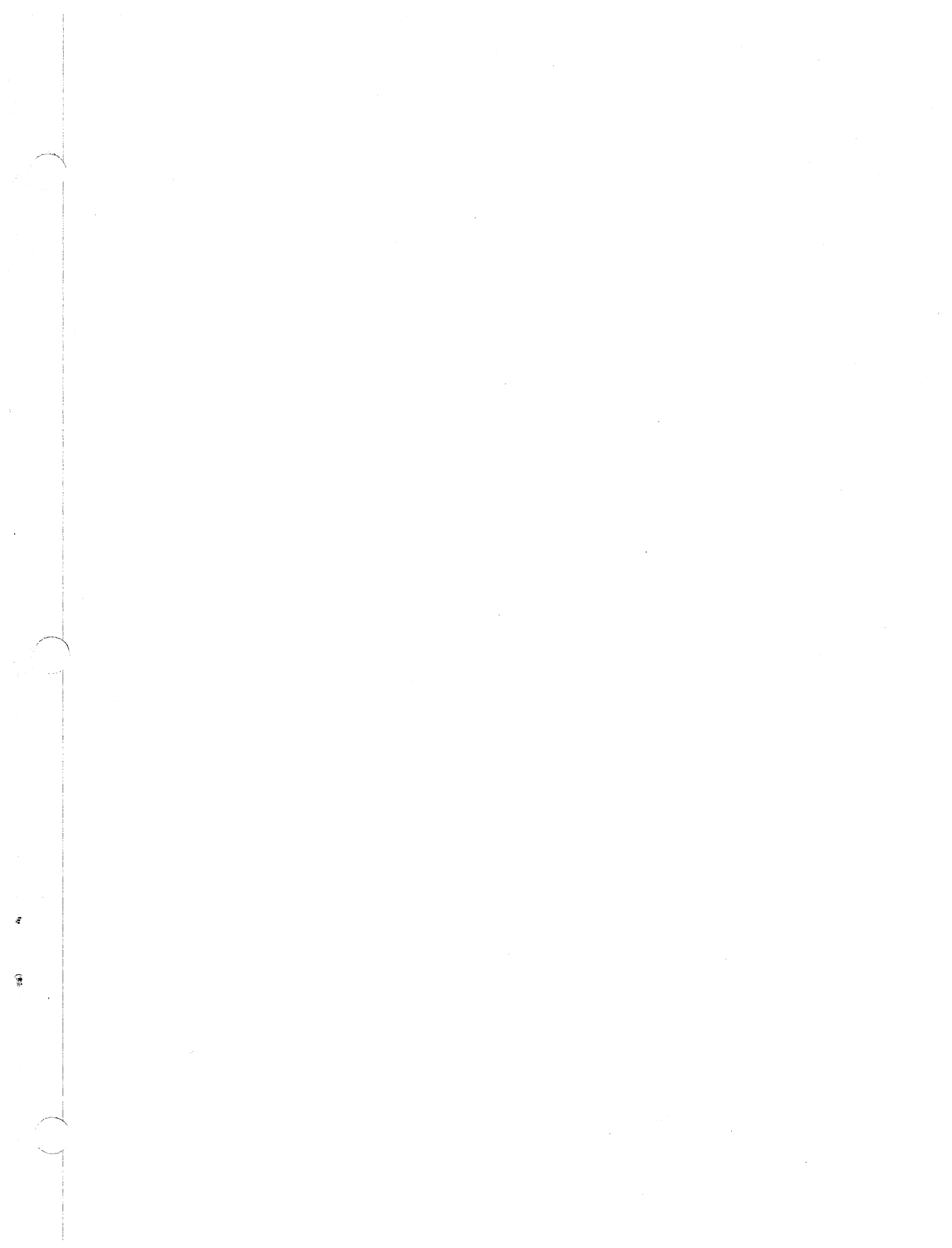
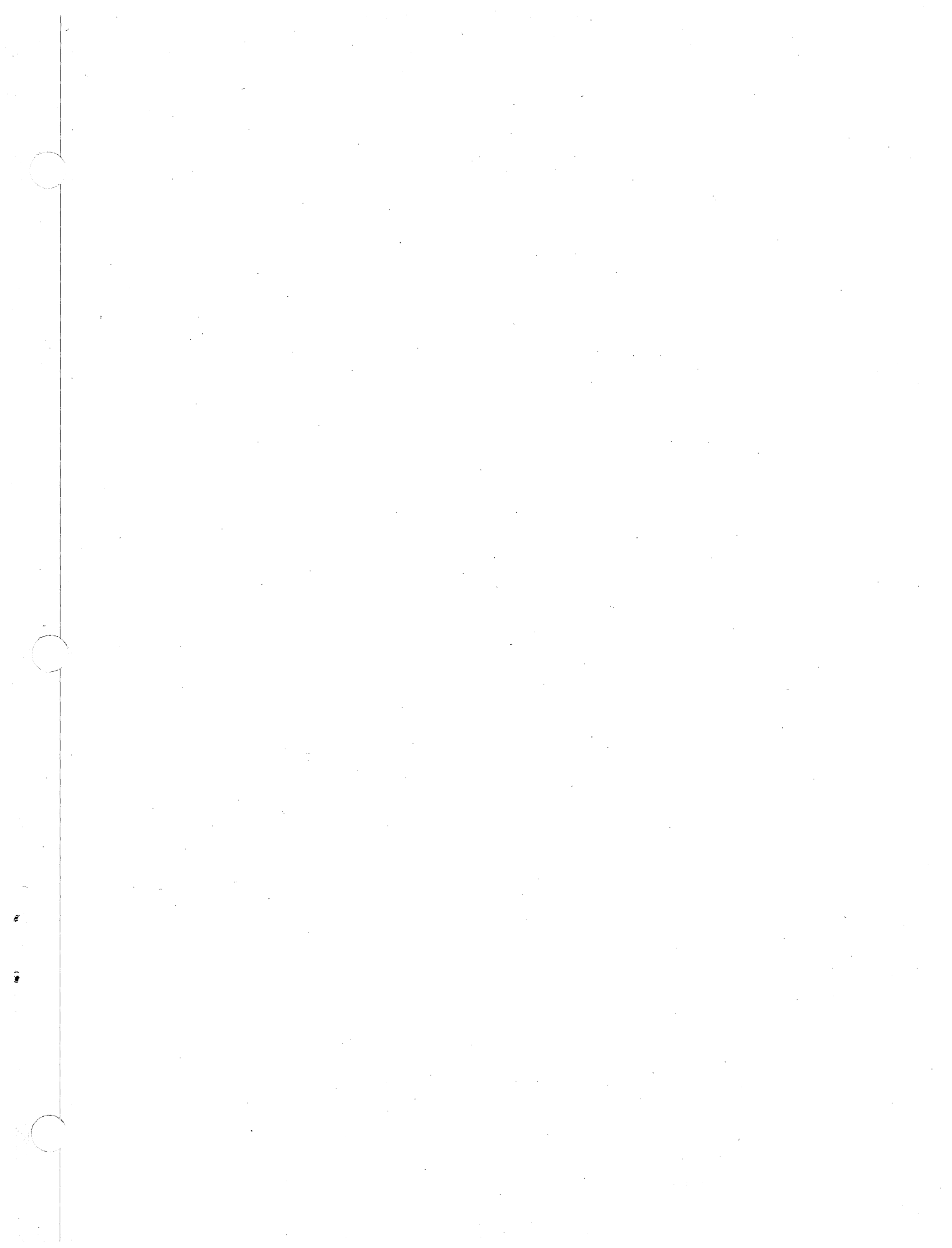


TABLE OF CONTENTS

* U.S. Labor Dept.
Dictionary of Occup.
Titles Code Numbers Page

Foreword		6
Introduction		7
Self Analysis		8
 HOSPITAL ADMINISTRATION		
Hospital Administrator	187.118	9
Admitting Officer	237.368	11
Chief Engineer	187.168	12
Executive Housekeeper	187.168	13
Hospital Accountant	160.188	14
 NURSING SERVICES		
Nurse Registered	075.378	15
Nurse Licensed Practical	079.378	15
Nurse Anesthetist	075.378	19
Nurse Aide/Orderly	355.878	20
Surgical Technician	079.378	21
Inhalation Therapy Technician	079.368	22
Medical Assistant	079.368	23
Psychiatric Technician	355.878	24
Dental Assistant	079.378	25
Dental Hygienist	078.368	26
Homemaker/Home Health Aide	354.878	28
 MEDICAL AND PROFESSIONAL CARE		
Physician	070.108	29
Dentist	072.108	31
Psychologist	045.088	33
Pharmacist	074.181	34
Podiatrist	079.108	35
 EYE CARE		
Optometrist	079.108	37
Ophthalmologist	070.108	39
 REHABILITATION AND THERAPY		
Audiologist	079.108	41
Speech Pathologist (Therapist)	079.108	41
Occupational Therapist	079.128	43
Physical Therapist	079.378	44
Prosthetist/Orthotist	078.368	48

* Defines and classifies occupations by a standard numerical system.



TECHNOLOGY

Medical Technologist	078.381	49
Certified (Medical) Laboratory Assistant	078.381	51
Cytotechnologist	078.281	52
Dental Laboratory Technician	712.381	53
Radiologic Technologist	078.368	55
Electrocardiograph Technician	078.368	57
Electroencephalograph Technician	078.368	57
Orthopist	079.378	58
Optician	713.381	59

PERSONAL AND COMMUNITY HEALTH

Dietitian	077.168	60
Nutritionist	077.128	60
Food Service Supervisor	313.168	60
Public Health Nurse	075.378	63
Public Health Sanitarian	079.118	64
Social Worker	195.108	65

CLERICAL AND OTHER

Medical Record Administrator	100.388	67
Medical Record Technician	249.388	67
Medical Secretary	201.368	69
Medical Illustrator	141.081	70
Unit Manager (Ward Clerk)	249.138	71

Wage Data	72
Fringe Benefits	73
Financial Aid for Education	73
Careers in Government	74
Organizations	75
Outlook	76
Where to Go for More Information	76
New Jersey Rehabilitation Commission Offices	77
Directory of Employment Offices	78

* Defines and classifies occupations by a standard numerical system.

FOREWORD

This publication is designed to help students of high school age in their choice of a career. The health services industry in New Jersey has had a rapid growth in recent years which has created shortages of many occupations including registered nurses and a wide variety of technicians. Those youths seeking a challenge for social betterment in this troubled world will find interesting opportunities available.

We hope this booklet will aid guidance counselors, teachers, and health services professionals in directing youth to meaningful and rewarding careers in health occupations.

This publication is being printed in February 1973 in looseleaf form to permit the subsequent insertion of pages on additional occupations, updating of those included herein, and changes in wage information.

The training programs and the names of schools listed in this booklet are based on information secured from reliable sources as of April 1972. Courses of study change as schools expand or curtail activities based on availability of space and funds.

Applicants interested in particular occupations should check on the current status of the appropriate schools.



INTRODUCTION

Ever since the ancient Greek, Hippocrates, "Father of Medicine", separated medicine from superstition and put it on a scientific basis, man has benefited from its discoveries and ever-increasing research. Medical science is constantly confronted with new and greater challenges. Discoveries by Pasteur and Lister in antisepsis, Roentgen in X-rays, Jenner in smallpox vaccination, and Sabin in polio vaccine are just a few of the developments in the progress of medicine, the maintenance of health, and the cure of disease.

To make wider application of scientific discoveries and to assure that all citizens receive ample health care, more young men and women are needed in virtually all the health occupations. In the modern hospital, men and women in many health professions and occupations, under the guidance of a physician, aid in the care and rehabilitation of patients. These include different types of nurses, dental hygienists, and laboratory, X-ray and other technical personnel.

To high school graduates, or to those who are willing to take two to four years of additional specialized training, there are many paramedical and professional occupations available which offer excellent career opportunities. This education can be obtained at many educational institutions including vocational and technical schools, hospital schools, community and four-year colleges, and universities offering specialized graduate programs for advanced training. Training for some health careers can be obtained in the armed forces or in an apprenticeship or on-the-job training program. Health services are one of the fastest growing fields of employment, and the work is interesting and challenging. Young people should consider carefully the various jobs available in this field of endeavor, including both medical and also nonmedical careers available in the health services industry. Persons with physical handicaps may also be able to secure employment in certain jobs.

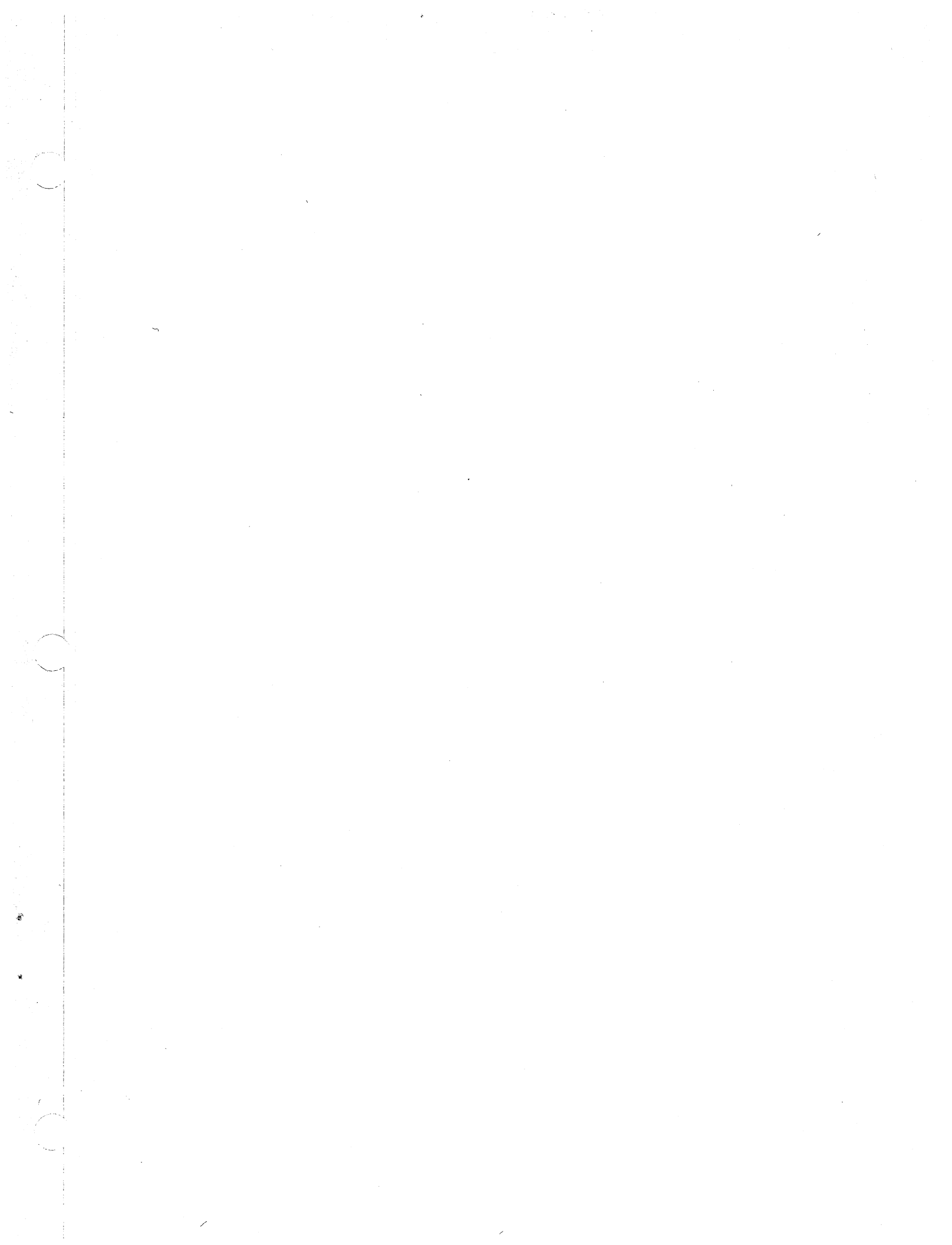
Wages in health services vary according to skill requirements, experience, and the type of employment. The trained individual will find the compensation attractive and chances for advancement excellent. For example, a qualified registered nurse was paid from \$600 to \$1,020 per month as of August 1972, plus many attractive fringe benefits as listed on page 73.



SELF ANALYSIS

AND

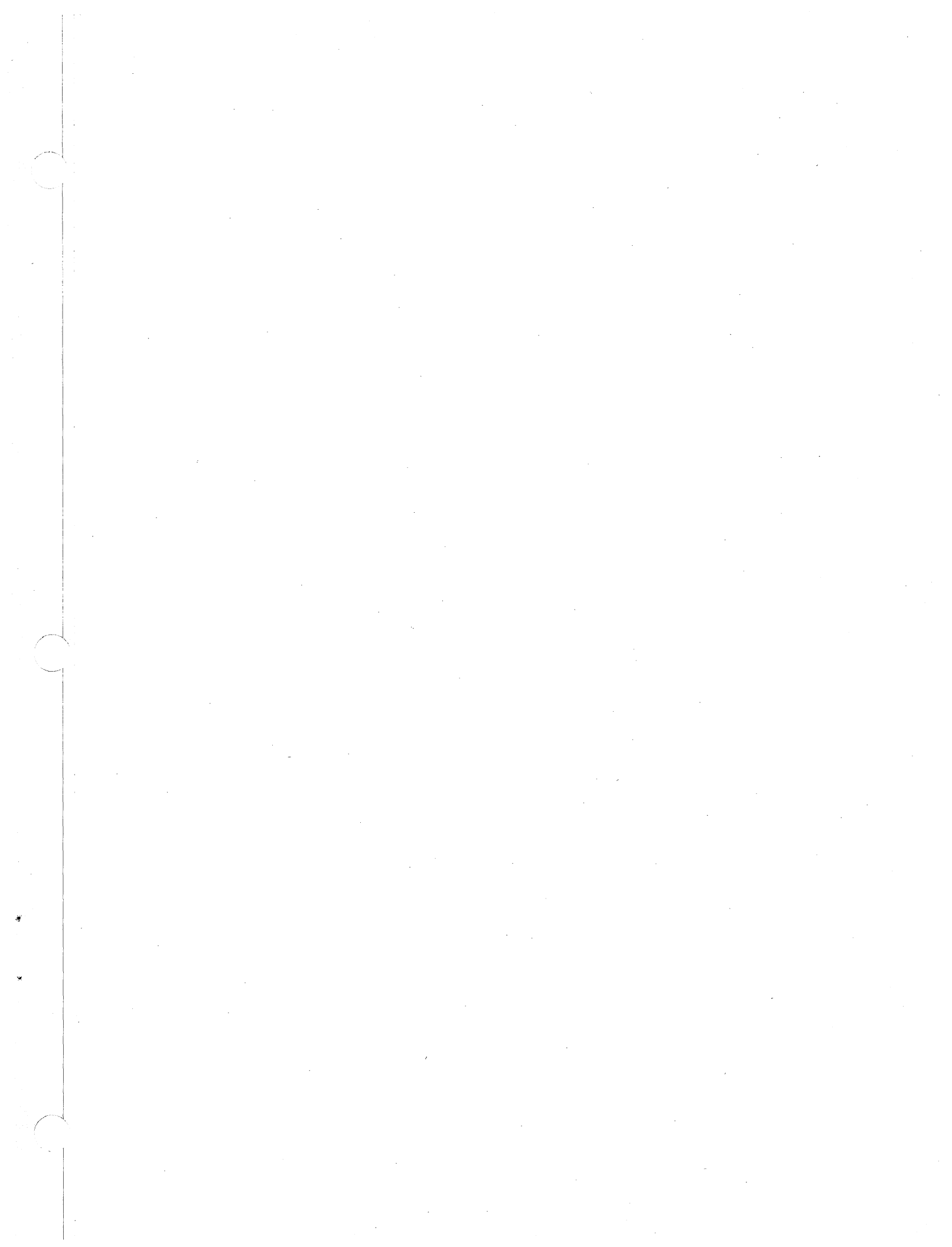
HEALTH CAREERS



SELF ANALYSIS

Self analysis may help in determining if you have the needed personal qualities to be successful and happy in some health careers. Affirmative answers to the following questions may indicate that you possess some of the necessary characteristics:

1. Are you reliable? A patient's life may depend on your reliability in carrying out orders in the doctor's absence.
2. Do you reach out for responsibility? The young person who volunteers to help out at home shows the willingness and capacity for teamwork that these health careers require.
3. Are you a good student? You may need a high scholastic rating in high school to gain admission to certain schools furnishing technical education in health services. If you are planning a career in the medical field, you should also have a natural interest in the sciences such as biology and chemistry.
4. Are you interested in people? You must be friendly and cooperative with other medical personnel and patients and have a desire to care for the sick and injured.
5. Are you tolerant? Pain does not recognize personalities, creed or color.
6. Would you devote yourself to the needs of others? Often you will be called on to put the needs of others before your own pleasures.
7. Are you in good health, physically and emotionally? Good health is essential. Working under extreme pressure is sometimes a necessity. This requires an ability to remain calm and work efficiently in an emergency.
8. Do you have a capacity for patient, thorough effort, and can you assume responsibility for the day-to-day problems in your work?
9. Are you willing to follow instructions carefully and are you precise and accurate in your work?



HOSPITAL ADMINISTRATOR

NATURE OF WORK

The hospital administrator as chief executive officer supervises and coordinates all the activities in a hospital under the policy directives developed by a governing board. The administrator must be an executive of the first quality for there are a wide variety of important responsibilities.

The administrator is responsible to the governing board for every phase of hospital operation including all professional and technical services rendered, sound fiscal management, employment of personnel, and housekeeping and plant services. The position requires a working knowledge of finance, medical staff activities, nursing science, personnel, purchasing, public relations, and fund-raising.

The administrator must assure high quality hospital performance to meet contemporary demands by coordinating the work of the professional and nonprofessional personnel, and by constantly assessing present and future needs of the facility.

In addition to the duties within the hospital, administrators are expected to participate in community activities. They work with professional and civic groups in such endeavors as fund-raising and community planning. They must also be expert at public relations in order to be an effective liaison between medical and community groups.

PERSONAL QUALIFICATIONS

To be a successful hospital administrator, an individual must have the aptitude for higher education and have a broad range of interests and talents. One must be able to make decisions with little hesitation and should have a talent for organizing.

Hospital administrators should have tact, patience, understanding of human nature, and sufficient physical and mental vitality to deal with the critical pressures of their position and the constant demands upon them.

PREPARATION

Although hospital administrators have in the past come from a variety of educational backgrounds and attained their positions by serving years of apprenticeship, many of them now complete a four-year college program followed by two years of post-graduate education to earn a master's degree in hospital administration.

The undergraduate background should include courses in the liberal arts, science, business, and administration. The first post-graduate year will consist of academic study, and the second will usually be an administrative residency in a hospital.

OPPORTUNITIES*

The position of hospital administrator, especially in a large hospital, represents a career goal, and the position is often filled by promotions or transfers. New graduates, however, do have excellent opportunities to enter the field as assistant administrators or as heads of administrative departments such as personnel, records, budget and finance, or data processing. Smaller hospitals and long-term care institutions provide many challenging opportunities for qualified administrators.

Opportunities also exist outside of hospitals in nursing homes, hospital associations, rehabilitation facilities, public health centers, health planning agencies, health insurance programs, and in governmental agencies involved with health care.

* See page number 76 entitled "Where to Go for More Information."



SCHOOLS

There are no schools in New Jersey at the present time. Those closest to New Jersey are:

Cornell University

Graduate School of Business

and Public Administration

Ithaca, New York

Columbia University

School of Public Health and

Administrative Medicine

New York, New York

University of Pittsburgh

Graduate School of Public Health

Pittsburgh, Pennsylvania

City College of New York

Bernard Baruch College

School of Hospital Administration

New York, New York

For more information on this career, write:

Association of University Programs in Hospital Administration

One Dupont Circle

Washington, D.C. 20036



ADMITTING OFFICER

NATURE OF WORK

The admitting department is a patient's first stop when he/she enters a hospital. This department governs the flow of patients in and out of the hospital and serves as a screening point through which all patients must pass.

Admitting officers and their staff must get a great deal of essential information from every patient with as little delay as possible. Their behavior toward patients and visitors reflects upon the entire hospital, so they need to practice courtesy and friendliness as well as efficiency; particularly since ill and injured people are often difficult to deal with. They must also be prepared to answer questions about the hospital.

Although the position of admitting officer may be filled by a nurse or other medical person, hospitals would usually prefer to free these people by having a nonprofessional person trained on the job in the admitting department. The admitting officer, in addition to interviewing, arranges for admission of patients, assigns rooms, notifies the appropriate hospital department of the patient's admission, and prepares and maintains records of admission, transfer, and discharge. If a beginner has no previous hospital experience, a working knowledge of hospital procedures would have to be acquired quickly.

PERSONAL QUALIFICATIONS

To be effective in this work, the admitting officer should know how to work harmoniously with people and be able to discuss with tact such matters as patients' finances. They should be able to handle emergencies when necessary and know how to remain calm and pleasant under pressure so as to reassure patients. Supervisory ability is also a necessity.

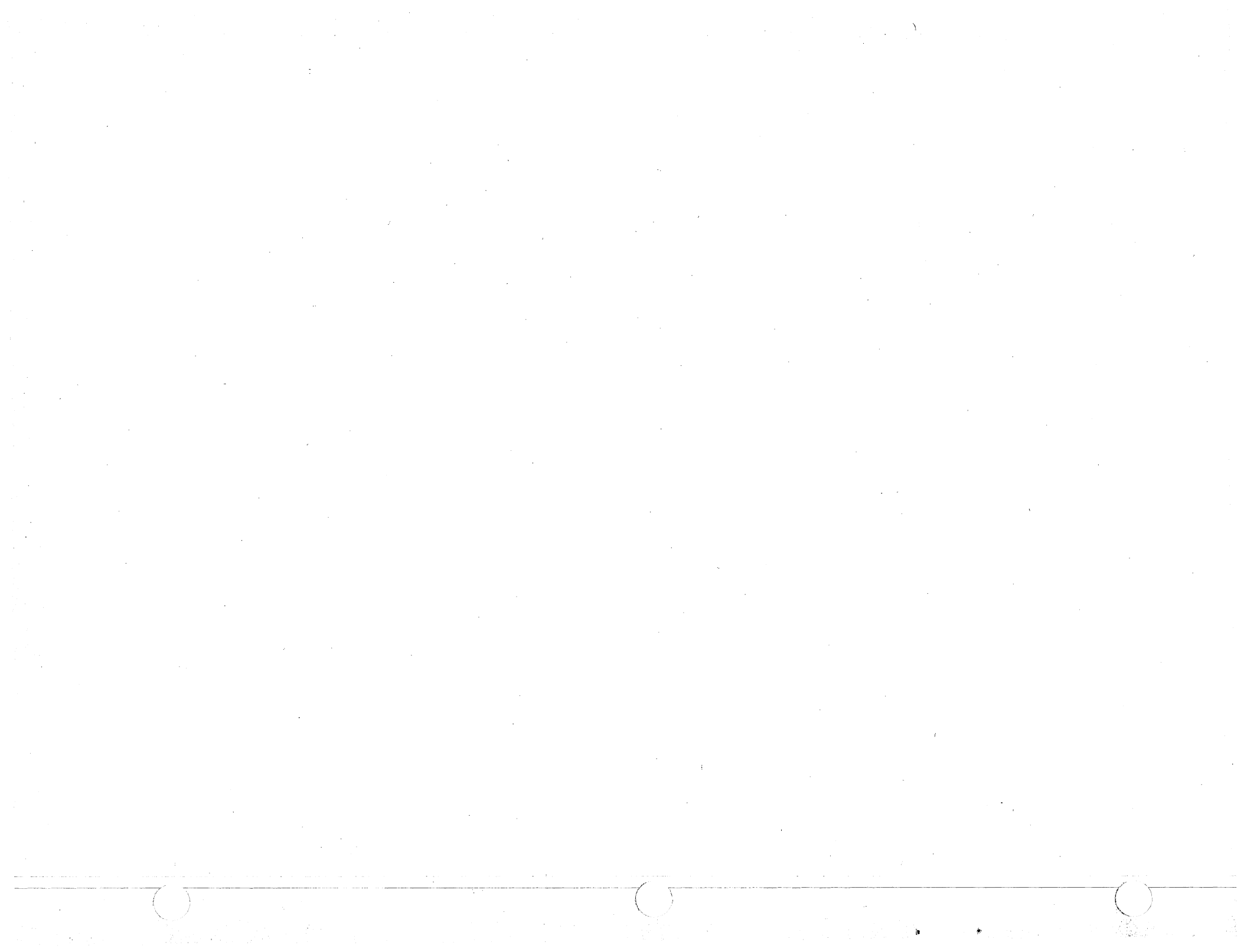
PREPARATION

The admitting officer is usually a person trained on the job. College training is not necessary, although it is desirable to have some knowledge of business administration, personnel practices, psychology, and sociology. Office skills such as typing will be essential for most of the admitting department staff.

OPPORTUNITIES*

Applicants who are interested in this kind of work and meet the criteria should have little difficulty finding employment. They may begin as an admitting clerk or assistant admitting officer.

* See page number 76 entitled "Where to Go for More Information."



CHIEF ENGINEER

NATURE OF WORK

The chief engineer may also be known as the executive engineer, the plant superintendent, assistant administrator for plant operation, or director of engineering and maintenance. He is the person responsible for maintaining the buildings and grounds and all the mechanical and electrical equipment upon which the patients and staff are dependent.

The chief engineer heads a department which may employ a large number of workers with many types of skills. In some institutions there may be other qualified engineers, in addition to the many mechanics in the department skilled in a particular specialty.

Part of his responsibility is the power plant, which requires at least one or two men, and perhaps several in a large hospital, to tend the boiler equipment. In addition, there is the maintenance division, which utilizes carpenters, plumbers, painters, electricians, mechanics, and masons. This division may also include men who specialize in air conditioning and refrigeration equipment and more highly complex machinery. A third area encompasses groundsman, gardeners, and building custodians.

Making job assignments, writing job descriptions, and selecting personnel are among the duties of the chief engineer. He serves as a resource person and advisor in the planning of renovation, expansion, or construction of facilities; he may also act as liaison between the administrator and outside contractors.

The planning aspects of the job call for the ability to read and interpret blueprints, to do sketching and elementary drafting, and to understand building construction. The hospital engineer also must know the local statutory requirements that affect the hospital plant.

PERSONAL QUALIFICATIONS

The chief engineer spends a great deal of time working with people, so he must be capable of establishing good working relationships with both subordinates and superiors. He must have the initiative and sound judgment of an administrator combined with the technical knowledge of the engineer.

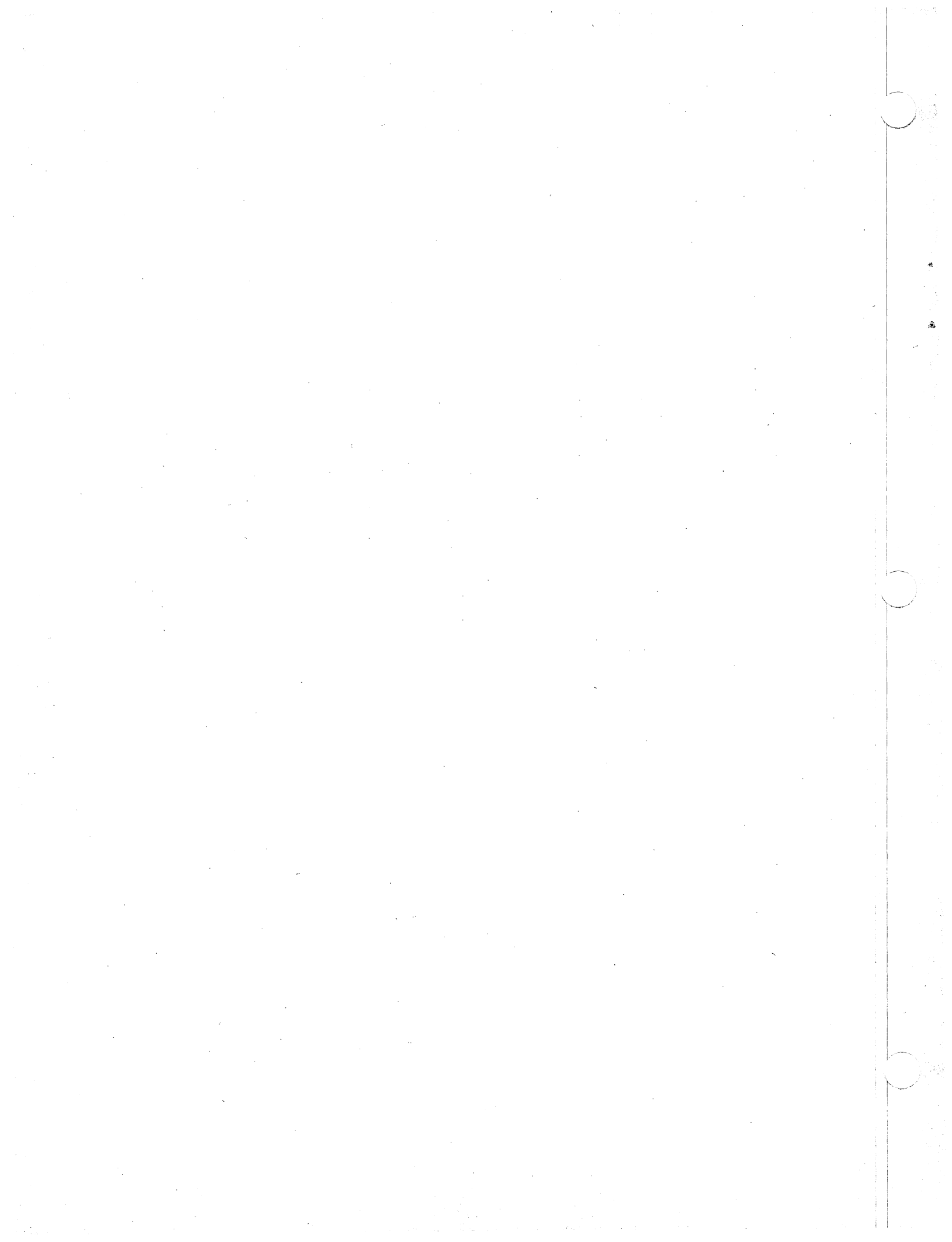
PREPARATION

The minimum requirement is a high school diploma but larger institutions generally require a college degree in electrical or mechanical engineering. Several years experience in a lower level position also are usually required to attain the position of chief engineer.

OPPORTUNITIES*

The demand for hospital engineers throughout the United States is excellent. College-trained engineers will be in demand for many years to come. For information about current openings, contact the personnel department of the hospital of your choice.

* See page number 76 entitled "Where to Go for More Information."



EXECUTIVE HOUSEKEEPER

NATURE OF WORK

The executive housekeeper in a hospital, as in other institutions, is responsible for all the cleaning and the allocation of most maintenance supplies. This involves supervising a staff which can number over 100 in a large hospital.

These employees, under the supervision of the executive housekeeper, clean and wax floors, wash windows and walls, make beds, dust furniture, empty wastebaskets, collect soiled clothes and linens, and replenish supplies in rooms and stations.

Faithful efforts by the management must constantly be made to control the spread of infection. Certain floors and rooms must be cleaned with special germicidal liquids. Bed pans, pitchers, water glasses, and similar items from infectious areas must be washed and sterilized, and cleaning tools must also be carefully cleaned.

To successfully supervise such work, an executive housekeeper must have a thorough knowledge of cleaning procedures and sanitation. One should also have a knowledge of business arithmetic to determine quantities and costs of supplies needed.

The housekeeper must have the ability to supervise employees and coordinate their work schedules. An understanding of interior decorating is essential for working with a professional decorator or for making one's own decorating decisions.

PERSONAL QUALIFICATIONS

Executive housekeepers must have the ability to organize their own and others' activities, to analyze procedures and determine how they might be improved, and to instruct those who need training. They must be able to make independent decisions.

PREPARATION

Until recently, the only requirement for this career was experience in lesser jobs in the housekeeping department. This amount of formal education was not considered important if the person had business sense and supervisory and organizational ability.

Now, however, the National Executive Housekeepers Association emphasizes the importance of a college degree and a year of internship for future workers in this field.

A high school education that includes some business and management training may still enable one to begin a career in a housekeeping department with on-the-job training, but for the future a college education with courses in executive housekeeping will be increasingly advantageous for a job seeker.

OPPORTUNITIES*

There are jobs in the housekeeping field for both men and women although women far outnumber men at present. The executive position in the housekeeping department is usually filled by promotion, and the turnover rate is not high.

However, positions are opened by retirement and transfer and by the expansion and construction of new hospital facilities.

* See page number 76 entitled "Where to Go for More Information."



HOSPITAL ACCOUNTANT

NATURE OF WORK

The hospital accountant is the hospital's financial expert and the head of the business office. The duties and title may vary depending upon the employing institution. For instance, the title "business manager" usually implies that the position is limited solely to management, while the title "comptroller" denotes more comprehensive responsibility.

The individual who administers hospital financial operations occupies a crucial position. The responsibilities include receiving and depositing all monies that come in, handling payroll and other expenditures, maintaining records of all business transactions, implementing credit and collection policies, and acting as advisor on hospital financial policy. The accountant's facts and figures furnish management with necessary information for constant assessment of the hospital's economic situation.

The American Association of Hospital Accountants is an active professional organization. It sponsors regular chapter meetings for its members, institutes, correspondence courses, examinations, and research projects. It provides such services as a journal and a lending library, and upholds a code of ethics.

PERSONAL QUALIFICATIONS

The accountant has to be an astute individual with unquestionable personal integrity and should be able to recognize the importance of accuracy down to the last detail without losing perception of the broad picture.

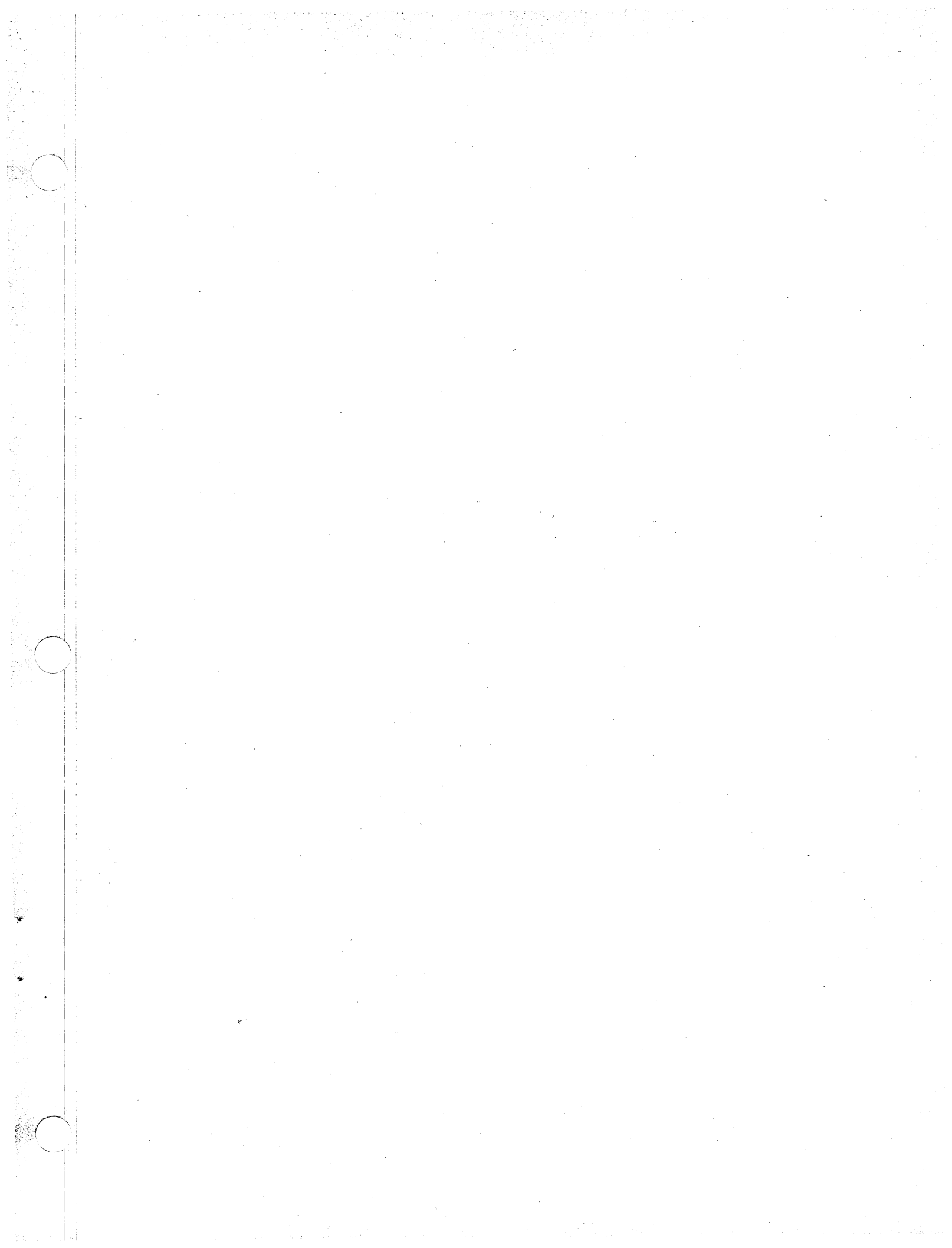
PREPARATION

This career requires a bachelor's degree, preferably in accounting or business administration. After college, the accountant should gain three years experience in an accredited hospital with some of the time spent carrying supervisory responsibility. Graduate study is highly desirable. Some correspondence courses are available through the American Association of Hospital Accountants.

OPPORTUNITIES*

The United States Department of Labor reports that approximately 10,000 hospital accountants will be needed annually in the United States through the mid-1970's. In hospitals, those with college training will be particularly in demand with the increasing complexity and sophistication of accounting problems. Since health services are one of the fastest growing industries, opportunities in this field are excellent.

* See page number 76 entitled "Where to Go for More Information."



REGISTERED NURSE LICENSED PRACTICAL NURSE

NATURE OF WORK

Promotion of health, prevention of disease, and care of the sick are the three responsibilities of nursing. This is a profession second only to teaching as a career choice for women and is now becoming a popular and rewarding career for men as well. Nurses, male and female, work in a variety of settings in hospitals, clinics, nursing homes, industry, private homes, the military, schools, physicians' offices, and public health services.

Nursing offers the opportunity not only to care for those who are ill, but to assist in prevention of illness and help in the administration of health care. Today's nurses operate and interpret intricate life-saving equipment. They are familiar with and administer many complex drugs used in the delivery of modern day health care. Nurses are prepared to treat each patient as an individual because they understand the basic needs as well as the complex social and psychological factors which influence him.

PERSONAL QUALIFICATIONS

Nurses must have a sincere interest in people and a desire to serve humanity. Good judgment is essential, as is the ability to maintain good interpersonal relationships. Academic ability and good study habits are a necessity. Tact, adaptability, and a sense of humor are important characteristics.

PREPARATION FOR REGISTERED NURSE

There are three types of nursing programs which will prepare the applicant to take the same licensure examination to become a registered nurse. The program which is selected will depend upon your career goals and intellectual abilities, the amount of time you want to spend on your education, your interest in advancing to positions of greater responsibility, and the financial resources you have.

1. Baccalaureate Program—This is the four-year collegiate program leading to a bachelor's degree. It serves the interests of college-oriented students who want an extensive academic and scientific basis for nursing. The curriculum is equally divided between nursing and liberal arts and sciences. Supervised nursing experience is provided in hospitals or other health care centers outside the college or university.

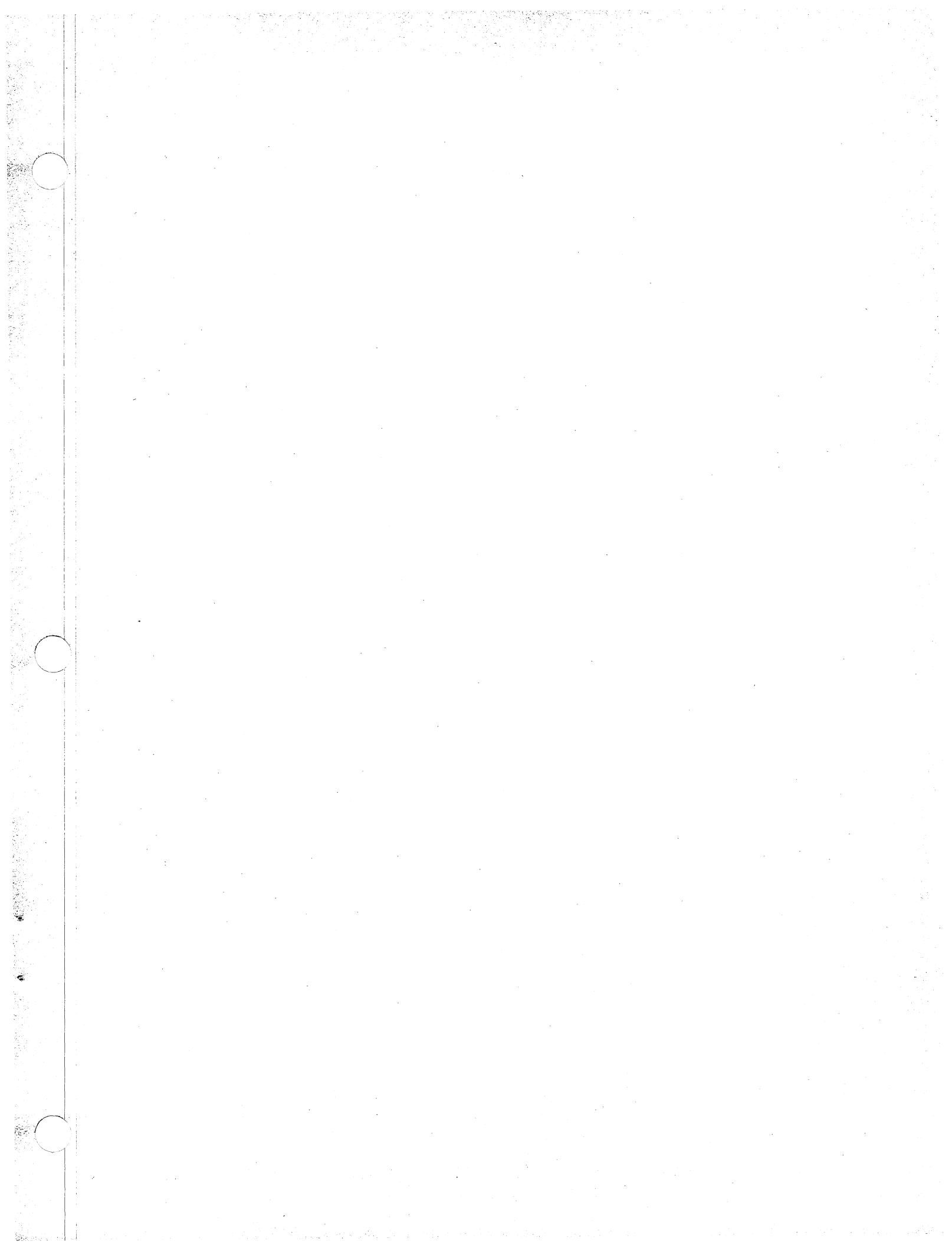
The graduates of a baccalaureate nursing program are prepared to make a nursing diagnosis, develop nursing care plans, give effective patient care, teach patients, families and other personnel, and deal with many problems which require sound decision-making. They receive preparation for working in school, industrial, and public health settings as well as in hospitals or similar institutions.

Baccalaureate programs provide the foundation for a master's degree in nursing for those who want to advance into clinical specialization, nursing education, or nursing administration or research.

2. Diploma Programs—Diploma programs are usually of three academic years duration and are operated by hospitals under the leadership of a nursing faculty. Some of these schools contract with colleges to provide certain courses required in the program. A graduate is qualified to give bedside nursing care, primarily in hospitals or similar institutions, serving as a member of the nursing team in planning individualized nursing care and sharing in responsibility for the patient's welfare.

3. Associate Arts Degree Programs—These two-year programs are relatively new in New Jersey. They are located in junior and community colleges and are under the leadership of a nursing faculty. The course of study combines nursing theory and practice with general education courses in the liberal arts and sciences. Students have the opportunity to participate in campus life while completing their education in a short period of time. They will receive an Associate of Arts degree upon completion of the course.

Graduates will be prepared to give bedside nursing care, primarily in hospitals or similar institutions, serving as members of the nursing team in planning individualized nursing care and sharing in responsibility for the patients' welfare.



LOANS AND SCHOLARSHIPS

If you are in need of financial assistance, consult your high school counselor or the director of the nursing school of your choice. A list of scholarships and loans may be obtained from the National League for Nursing, 10 Columbus Circle, New York, 10019 at a cost of 10¢. Granting of funds is usually based on financial need and academic ability. In some instances you must be accepted by a school of nursing before you can apply for a scholarship or loan. Part-time employment opportunities may be available while you are attending school. Many schools have individual loan and scholarship funds.

What to Look for in Selecting a School

Accreditation

Is the school approved by the New Jersey State Board of Nursing? If so, it means that the program has met the minimum legal requirements for this State. New programs are granted interim approval. Does the school also have national accreditation? If the National League for Nursing has accredited the program, it means that requirements above State standards have been met.

Facilities

What hospitals or health agencies are used for clinical experience? What living arrangements are available? Some schools offer experience in all services at one hospital. In other situations, the student may be assigned to several hospitals or health agencies in the same or different cities. Some schools require that students live in a dormitory. Others may permit living at home or in an apartment.

Obtaining Information and Making Application

Entrance requirements and costs vary so you should contact the school of your choice for specific information. It is recommended that you make application 9 to 12 months before you intend to enroll in the program.

LICENSED PRACTICAL NURSE

A licensed practical nurse (LPN) works under the supervision of a registered nurse or physician giving nursing care to patients in a more complex situation. An LPN is well qualified in many aspects of giving bedside nursing care, but is not prepared to assume responsibility for fulfilling all facets of that care.

Programs which prepare practical nurses may be operated by hospitals or public vocational educational systems. The program is generally 11 to 12 months in length.

OPPORTUNITIES*

The demand for nurses in the United States was discussed by the President's Advisory Commission on Health Manpower in a report released in June 1968. Following are some of the conclusions reached:

Demand for Registered Nurses by 1975 — United States

Hospitals, related institutions:	630,000
Public health, school systems:	47,000
Private duty:	88,000
Private physicians' offices:	70,000
Nursing education, occupational health, other nursing activities:	<u>60,000</u>
Total needed:	<u>895,000</u>
Total projected supply	790,000

Demand for Registered Nurses by 1975 — New Jersey

The New Jersey Health Professions Education Master Plan (HPEM) dated April 1972, prepared by the New Jersey Department of Education, projects the following shortages in this state of registered nurses by 1975.

* See page number 76 entitled "Where to Go for More Information."



Due to the differing educational requirements for the various specialties, the demand and supply for registered nurses are broken down into discrete categories reflecting this variance in educational preparation.

Demand — Baccalaureate Degree	8,193	
Demand — Associate Degree and Hospital School Diploma	36,086	
TOTAL NEEDED		44,279
Supply — (Estimated) Baccalaureate Degree	6,771	
Supply — (Estimated) Associate Degree and Hospital School Diploma	32,771	
TOTAL PROJECTED SUPPLY		39,542

REGISTERED NURSE (RN) AND LICENSED PRACTICAL NURSE (LPN) SCHOOLS OF NURSING IN NEW JERSEY

RN Diploma Schools

ANN MAY SCHOOL OF NURSING
Jersey Shore Medical Center
Neptune, N.J.

BAYONNE HOSPITAL AND DISPENSARY
Bayonne, N.J.

CHARLES E. GREGORY SCHOOL
OF NURSING
Perth Amboy General Hospital
Perth Amboy, N.J.

CHRIST HOSPITAL
Jersey City, N.J.

CLARA MAASS MEMORIAL HOSPITAL
Belleville, N.J.

COOPER HOSPITAL
Camden, N.J.

EAST ORANGE GENERAL HOSPITAL
East Orange, N.J.

ELIZABETH GENERAL HOSPITAL AND
DISPENSARY
Elizabeth, N.J.

ENGLEWOOD HOSPITAL
Englewood, N.J.

HELENE FULD HOSPITAL
Trenton, N.J.

HELENE FULD SCHOOL OF NURSING
West Jersey Hospital
Camden, N.J.

HOLY NAME HOSPITAL
Teaneck, N.J.

HOSPITAL CENTER AT ORANGE
Orange, N.J.

MERCER HOSPITAL
Trenton, N.J.

MOUNTAINSIDE HOSPITAL
Montclair, N.J.

MUHLENBERG HOSPITAL
Plainfield, N.J.

OUR LADY OF LOURDES HOSPITAL
Camden, N.J.

ST. FRANCIS COMMUNITY HEALTH CENTER
Jersey City, N.J.

ST. FRANCIS HOSPITAL
Trenton, N.J.

ST. MARY HOSPITAL
Hoboken, N.J.

ST. PETER'S GENERAL HOSPITAL
New Brunswick, N.J.

RN — AAD Program

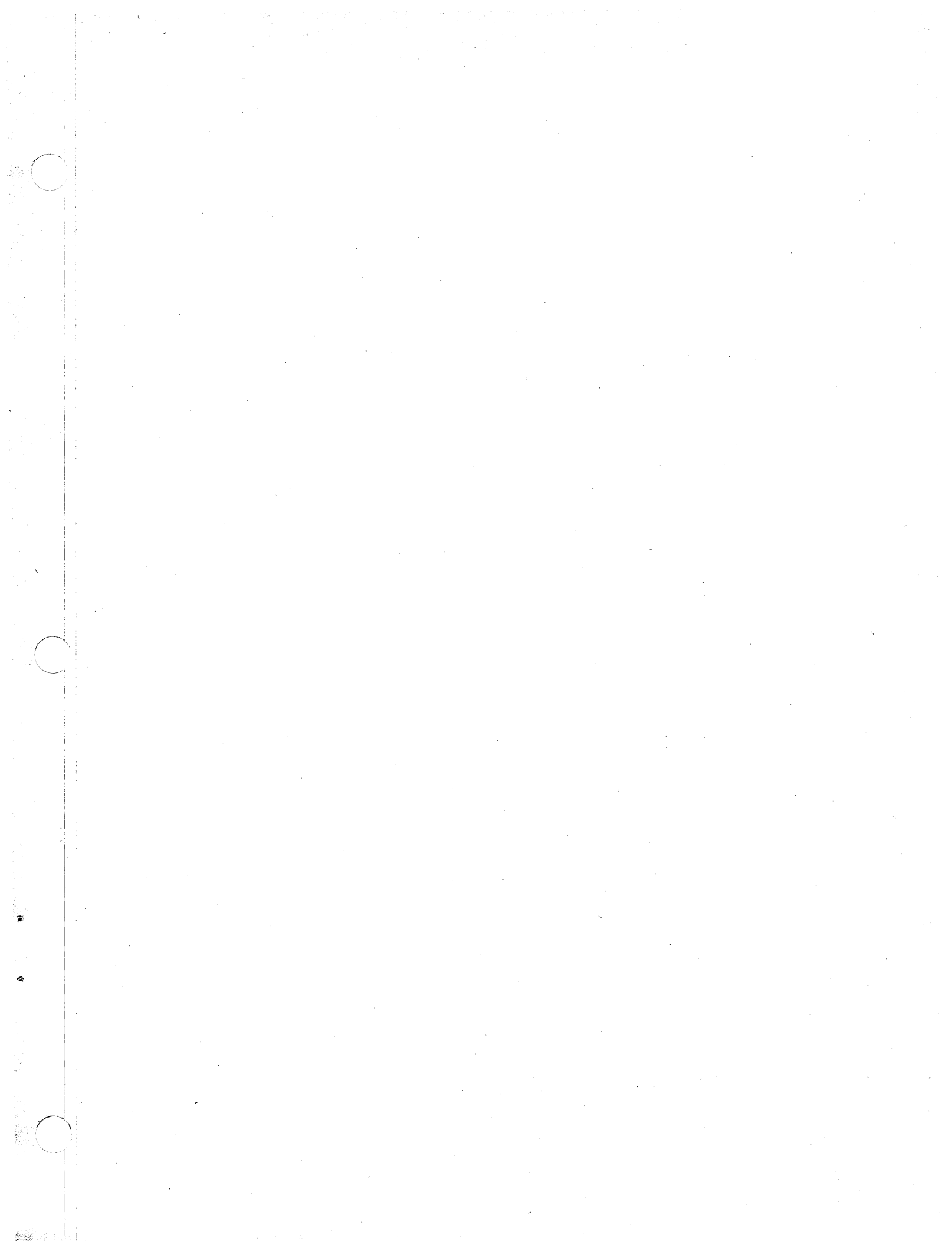
ATLANTIC COMMUNITY COLLEGE
3526 Atlantic Avenue
Atlantic City, N.J. 08330

BERGEN COMMUNITY COLLEGE
400 Paramus Road
Paramus, N.J. 07652

BROOKDALE COMMUNITY COLLEGE
18 Court Street
Freehold, N.J. 07728

COUNTY COLLEGE OF MORRIS
First National Iron Bank
East Hanover, N.J. 07936

CUMBERLAND COUNTY COLLEGE
P.O. Box 517
Vineland, N.J. 08360



ESSEX COUNTY COLLEGE
45 Branford Place
Newark, N.J. 07114

FELICIAN COLLEGE
Lodi, N.J.

GLOUCESTER COUNTY COLLEGE
Mantua National Bank
Sewell, N.J. 08080

MERCER COUNTY COMMUNITY COLLEGE
101 West State Street
Trenton, N.J. 08625

MIDDLESEX COUNTY COLLEGE
Edison, N.J. 08863

OCEAN COUNTY COLLEGE
Hooper Avenue
Toms River, N.J. 08753

SOMERSET COUNTY COLLEGE
Greenbrook, N.J.

RN — Baccalaureate Program

BLOOMFIELD COLLEGE
Bloomfield, N.J.

FAIRLEIGH DICKINSON UNIVERSITY
Rutherford, N.J.

WILLIAM PATERSON COLLEGE OF N.J.
Wayne, N.J.

RUTGERS, THE STATE UNIVERSITY
Newark, N.J.

SETON HALL UNIVERSITY
South Orange, N.J.

TRENTON STATE COLLEGE
Trenton, N.J.

LPN SCHOOLS

ATLANTIC COUNTY VOCATIONAL SCHOOL
Mays Landing, N.J.

BAYONNE HIGH SCHOOL
Bayonne, N.J.

BERGEN PINES COUNTY HOSPITAL
Paramus, N.J.

BURLINGTON COUNTY VOCATIONAL
AND TECHNICAL SCHOOL
Burlington, N.J.

CAMDEN COUNTY VOCATIONAL AND
TECHNICAL SCHOOLS
Merchantville, N.J.
Sicklerville, N.J.

CAMDEN HIGH SCHOOL
Camden, N.J.

CAPE MAY COUNTY VOCATIONAL AND
TECHNICAL INSTITUTE
Cape May, N.J.

CUMBERLAND COUNTY AREA VOCATIONAL-
TECHNICAL SCHOOL
Bridgeton, N.J.

ESSEX COUNTY ADULT TECHNICAL SCHOOL
Newark, N.J.

HUNTERDON CENTRAL HIGH SCHOOL
Flemington, N.J.

JERSEY CITY JOB CORPS CENTER FOR WOMEN
Jersey City, N.J.

MERCER COUNTY AREA VOCATIONAL-
TECHNICAL SCHOOL
Trenton, N.J.

MIDDLESEX COUNTY AREA VOCATIONAL-
TECHNICAL SCHOOLS
East Brunswick, N.J.
Woodbridge, N.J.

MILLVILLE SENIOR HIGH SCHOOL
Millville, N.J.

MONMOUTH COUNTY VOCATIONAL SCHOOL DISTRICT
Freehold, N.J.

MORRIS COUNTY AREA VOCATIONAL-
TECHNICAL SCHOOL
Denville, N.J.

MORRISTOWN HIGH SCHOOL
Morristown, N.J.

NEW CAREERS PRACTICAL NURSING PROGRAM
Newark, N.J.

NEWARK SKILLS CENTER
Newark, N.J.

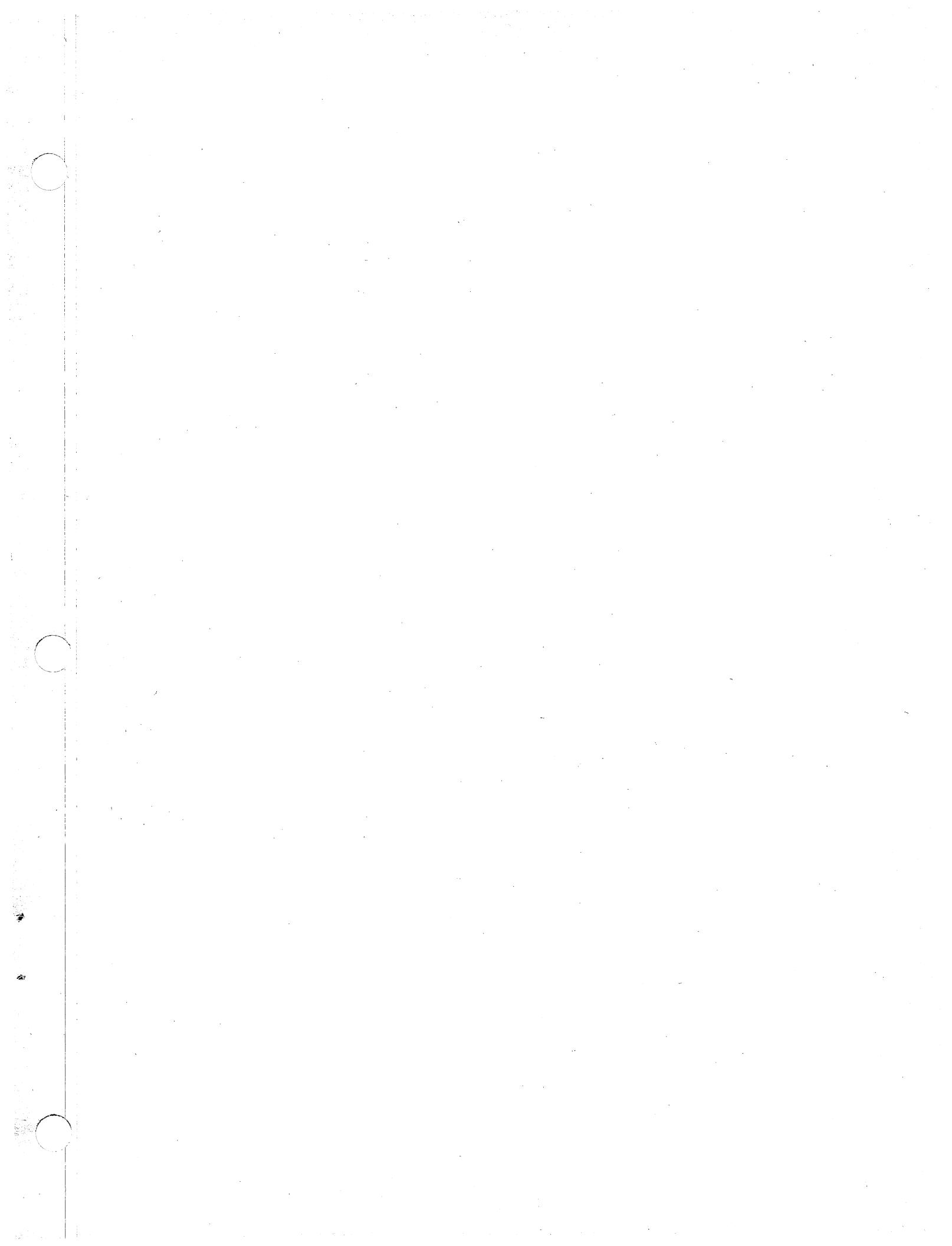
OCEAN COUNTY VOCATIONAL-TECHNICAL SCHOOL
Toms River, N.J.

OVERLOOK HOSPITAL
Summit, N.J.

PASSAIC COUNTY AREA VOCATIONAL-
TECHNICAL SCHOOL
Wayne, N.J.

PRINCETON HOSPITAL
Princeton, N.J.

ST. BARNABAS MEDICAL CENTER
Livingston, N.J.



SALEM COUNTY TECHNICAL INSTITUTE
Penns Grove, N.J.

SOMERSET COUNTY VOCATIONAL AND
TECHNICAL SCHOOL
Raritan, N.J.

SUSSEX COUNTY VOCATIONAL TECHNICAL
SCHOOL
Newton, N.J.

UNION COUNTY TECHNICAL INSTITUTE
Scotch Plains, N.J.

VINELAND HIGH SCHOOL
Vineland, N.J.

WARREN COUNTY VOCATIONAL SCHOOL AND
TECHNICAL INSTITUTE
Washington, N.J.

NURSE ANESTHETIST

NATURE OF WORK

This specialized career first gained national recognition in the late 1800's when the Mayo Brothers of Rochester, Minnesota, began training nurses in the study of anesthesiology. The field is now viewed as a special type of nursing which combines the psychology of bedside nursing with the arts of technical nursing and the knowledge of advanced science.

The nurse anesthetist is an essential member of the surgical team. They are the skilled and highly trained specialists who administer anesthetics in hospital departments such as obstetrics, inhalation therapy, or the emergency room. They are also employed in dental offices.

This is a field in which the patient-nurse relationship is critically important; the nurse anesthetist must be able to apply physiologic and psychologic principles with sensitivity, while at the same time employing technical skills and theoretical knowledge.

PERSONAL QUALIFICATIONS

Nurses who want to enter this field should have demonstrated a certain degree of superiority and be of good standing in the profession. They must be prepared to handle sudden emergencies. Their quick action can sometimes mean the difference between life and death. They must be prepared for exacting demands, and be willing to be on call around the clock on days when it is necessary.

PREPARATION

To qualify as a nurse anesthetist, the applicant must be graduated from an accredited school of professional nursing and an accredited school of anesthesia. Planning for the career may well begin in high school; courses in the social sciences, biology, mathematics, chemistry, and physics provide good background.

The course in anesthesia is 18 months long and may be taken by graduates of the two- three- or four-year nursing programs.

OPPORTUNITIES*

The need for nurse anesthetists is excellent. A recent survey revealed that fewer than half enough qualified physicians and nurses are available to administer anesthetics to the millions of patients who require this service every year.

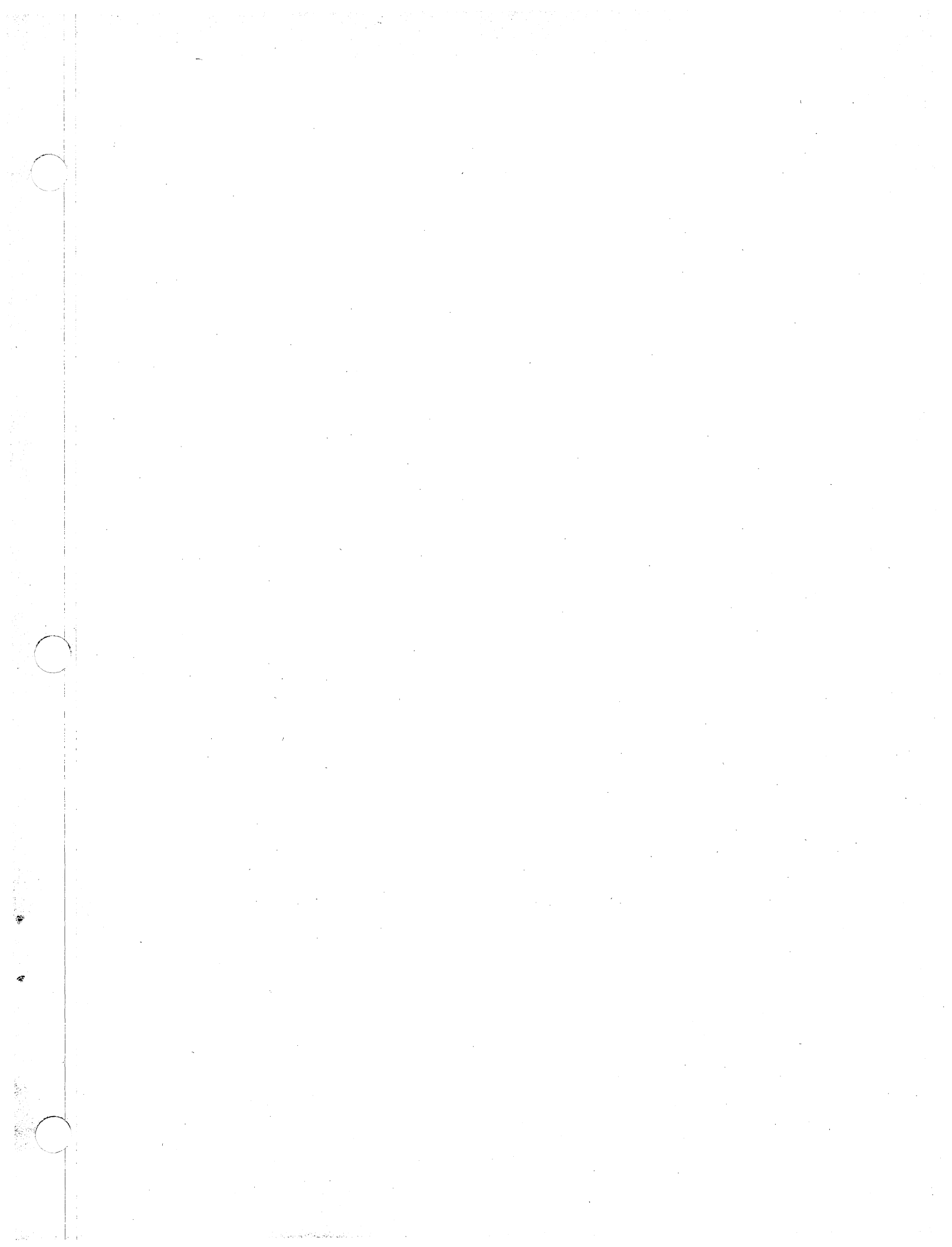
SCHOOLS IN NEW JERSEY FOR NURSING ANESTHESIA

ATLANTIC CITY HOSPITAL
Atlantic City, N.J.

ELIZABETH GENERAL HOSPITAL
Elizabeth, N.J.

JERSEY SHORE MEDICAL CENTER-FITKIN HOSPITAL
Neptune, N.J.

* See page number 76 entitled "Where to Go for More Information."



NURSE AIDE/ORDERLY

NATURE OF WORK

These are auxiliary nursing personnel who relieve nurses of a great share of their workload.

A nurse aide performs services contributing directly to the welfare of patients. She makes beds, carries trays at mealtimes, feeds incapacitated patients, gives baths, alcohol rubs, delivers messages, keeps rooms filled with fresh supplies, helps patients in and out of bed, and performs other services as requested by patients or assigned by nurses.

The orderly performs most of the same tasks as the nurse aide, with emphasis on personal care of male patients. For instance, an orderly will be asked to help a man to bathe and shave, assist him to the washroom, adjust a television set, or raise or close a window.

He also does lifting and heavy work such as transporting patients in wheelchairs and on litters, carrying mattresses to the sterilizing room, and helping set up traction equipment and mobile X-ray machines.

PERSONAL QUALIFICATIONS

Nurse aides and orderlies must be cooperative and dependable, energetic, and sensitive to the needs of others.

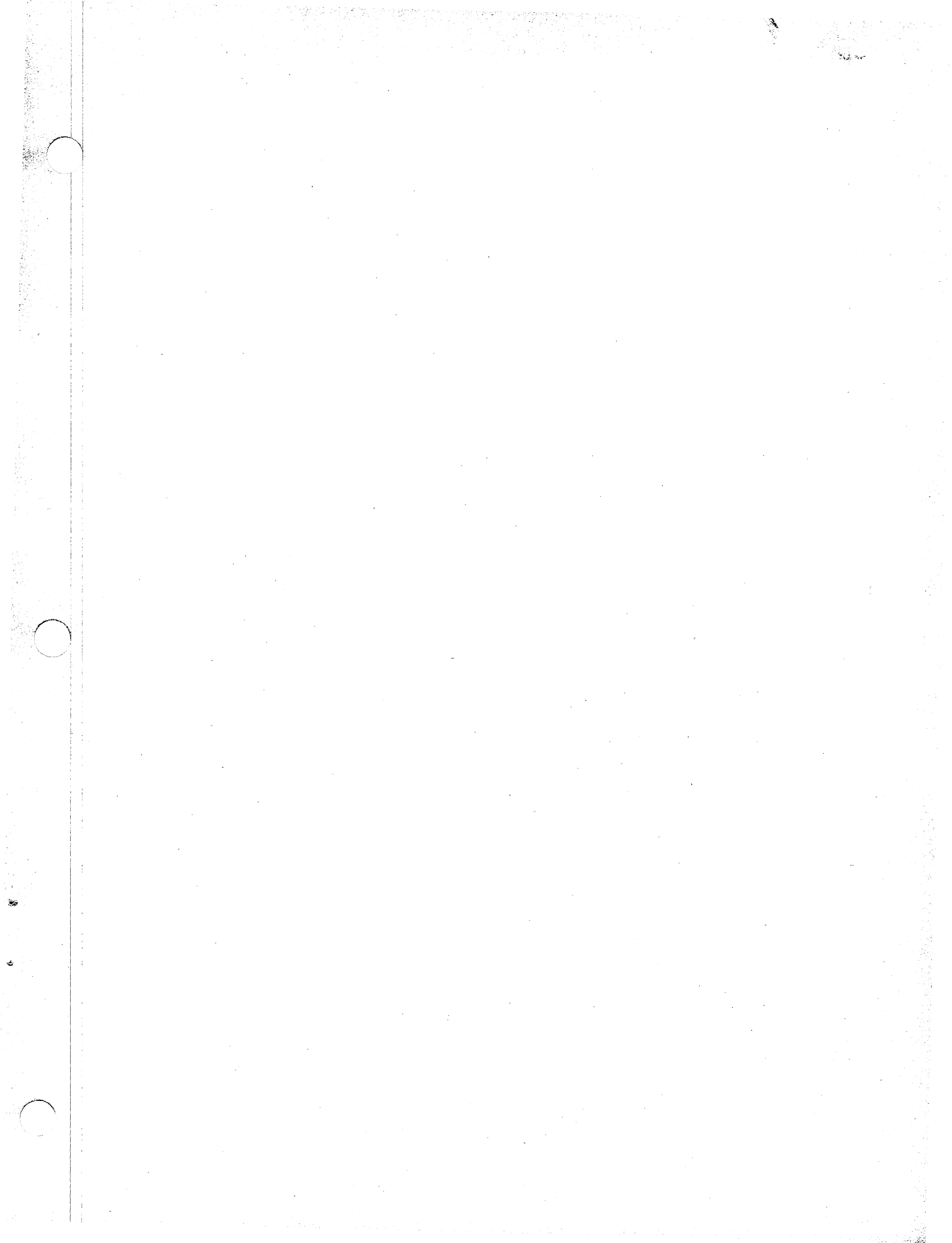
PREPARATION

Auxiliary nursing workers are trained on the job. To qualify, a high school education is desirable. The extent of the on-the-job training varies with institutions; usually it includes a demonstration of techniques and some classroom instruction.

OPPORTUNITIES*

Nurse aides and orderlies are in great demand in the health care institutions in New Jersey. This work is a good way to gain experience in the health field, although there is little opportunity for job advancement without further formal training.

* See page number 76 entitled "Where to Go for More Information."



SURGICAL TECHNICIAN

NATURE OF WORK

Surgical technicians, also known as operating room technicians or surgical technical aides, work in the surgery department under the close supervision of a registered nurse. They function as members of the surgical teams by facilitating the use of supplies and equipment during surgery. They take care of surgical instruments before and after surgery, handle linen supplies, prepare and clean the operating room, help the surgeons to scrub and dress for surgery, and do many similar tasks as assigned. They may assist in patient care in operating and delivery rooms, under close supervision.

PERSONAL QUALIFICATIONS

The surgical technician must be able to remain calm under pressure and be sensitive enough to be able to anticipate the needs of the patient and those on the surgical team. Manual dexterity and thoroughness in work are essential.

PREPARATION

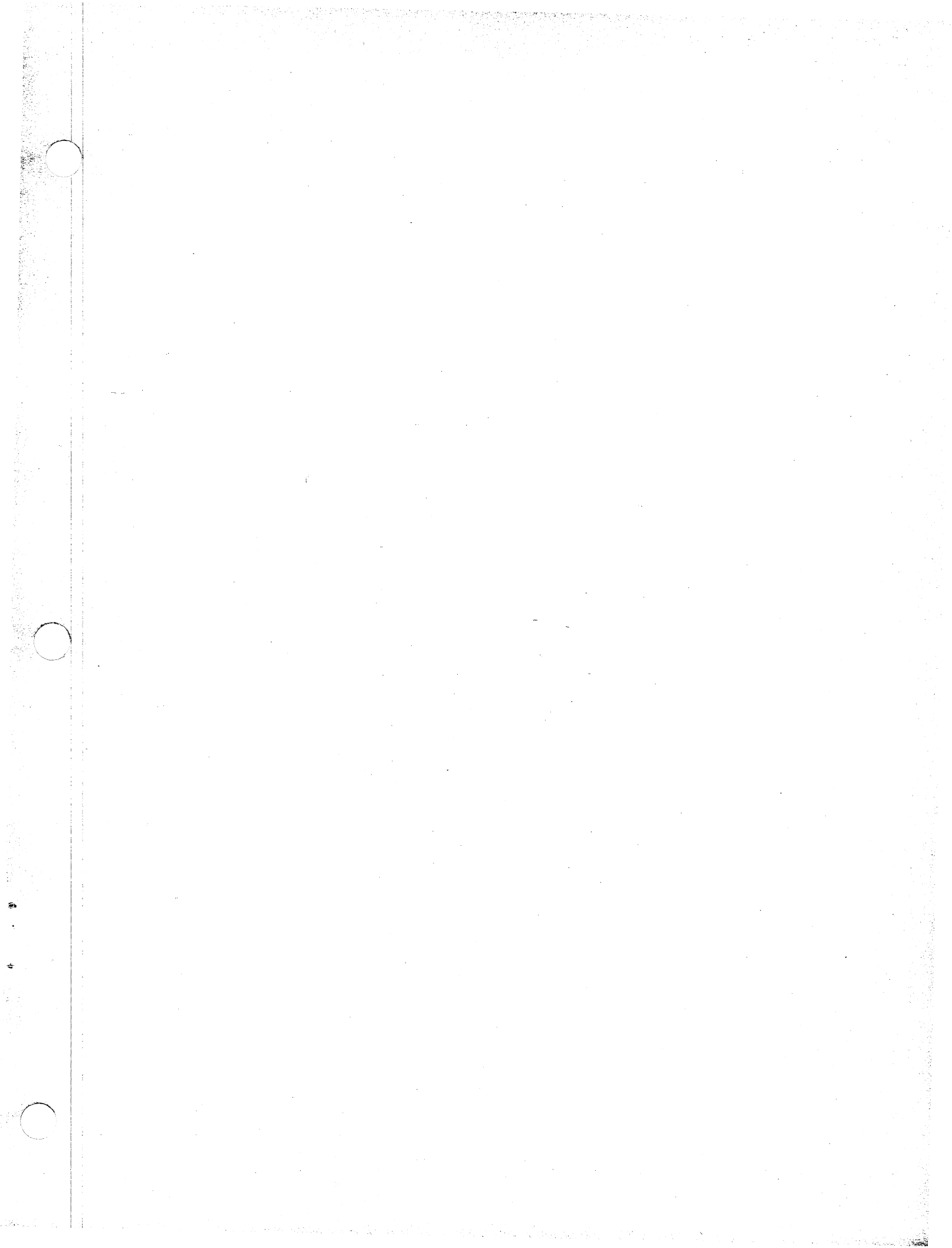
A minimum of a high school education or its equivalent is needed. The beginner will receive from three to six months of classroom instruction and supervised work experience in an on-the-job training program.

Training is provided in the techniques of surgical asepsis and how to carry out delegated tasks related to patient care, services and departmental functions. Often a surgical technician has had experience as an aide or orderly.

OPPORTUNITIES*

Employers report a need for these workers, and often train nurse aides or orderlies to advance to the position. Vacancies can be found by contacting the personnel department of the hospital of your choice.

* See page number 76 entitled "Where to Go for More Information."



INHALATION THERAPY TECHNICIAN

NATURE OF WORK

Inhalation therapy is a paramedical specialty concerned with the human respiratory function. The inhalation therapist restores normal respiration by administering the treatment ordered by a physician.

The service which is most often required is the administering of oxygen. Sometimes other gaseous elements are needed. These therapists utilize different kinds of equipment and various methods to provide these treatments. They must have a basic understanding of the heart-lung system and know what role their contribution is playing in the overall care of the patient. They must also have a thorough knowledge of respiratory equipment and be able to operate it efficiently.

Inhalation therapy is crucial in the treatment of heart attacks, strokes, asthma, gas poisoning, drowning, hemorrhage, and shock. It can also be used to help in diagnostic procedures.

PERSONAL QUALIFICATIONS

Individuals who enter this field must be alert and thorough in their work habits. They must have the ability to observe and report accurately, and should be able to express themselves clearly in written reports and informal instruction sessions.

PREPARATION

Since inhalation therapy is comparatively new as a specialty, the requirements for employment vary widely in different areas. A high school diploma is the minimum requirement. Many hospitals offer on-the-job training. There are also an increasing number of formal courses which consist of a one- or two-year curriculum approved by the American Medical Association.

One of the therapist's professional goals is to become a member of the American Registry of Inhalation Therapists by passing an oral and written examination.

OPPORTUNITIES*

According to the American Association for Inhalation Therapists, the demand for these workers is "so great that medical centers all over the U.S. are setting up schools for training their own therapists. Many are looking for Registered Inhalation Therapists to serve not only as department heads, but also as instructors on their staffs. Because the field is comparatively new, the supply of qualified therapists is less than the demand."

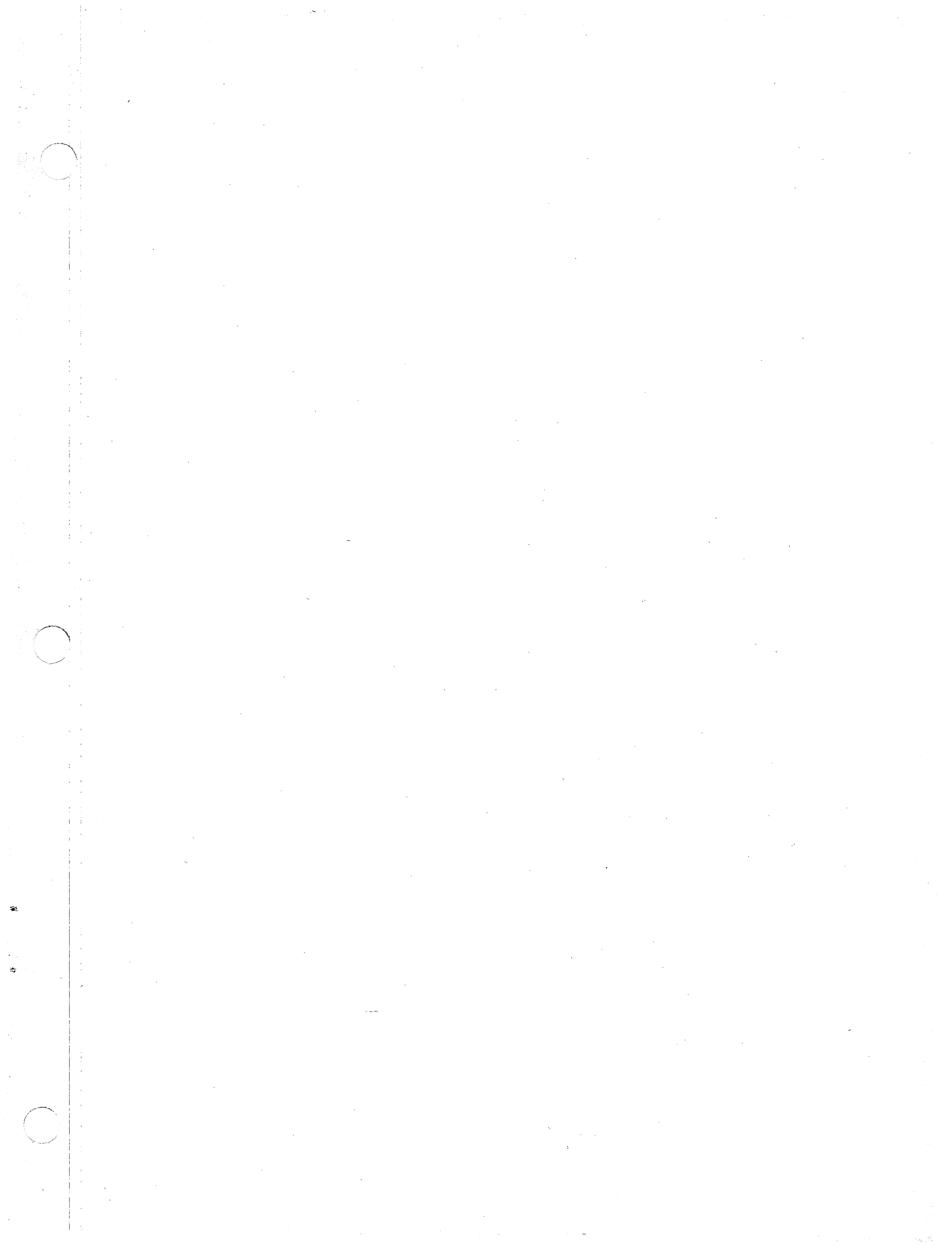
HOSPITAL SCHOOLS IN NEW JERSEY

Alexian Brothers Hospital
Elizabeth, New Jersey
Barnert Memorial Hospital Center
Paterson, New Jersey
Dover General Hospital
Dover, New Jersey
Jersey City Medical Center
Jersey City, New Jersey
Mountainside Hospital
Montclair, New Jersey
North Hudson Hospital
Weehawken, New Jersey
Pascack Valley Hospital
Westwood, New Jersey
St. Barnabas Medical Center
Livingston, New Jersey

COMMUNITY COLLEGES IN NEW JERSEY

Alphonseus College
Woodcliff Lane, New Jersey
Atlantic County Community College
Atlantic City, New Jersey
Bergen County College
Paramus, New Jersey
Brookdale Community College
Lincroft, New Jersey
Passaic County College
Paterson, New Jersey

* See page number 76 entitled "Where to Go for More Information."



MEDICAL ASSISTANT

Medical assistants perform the following duties under the direction of a physician in the examination and treatment of patients. They prepare the treatment rooms for examination of patients, drape the patients with a covering as required, and properly position the instruments and equipment. The instruments and materials are handed to the physician as directed. All instruments must be sterilized and clean.

Medical assistants may also prepare an inventory of supplies to determine the items to be replenished, interview the patients, and — as instructed by the physician — check pulse, temperature, blood pressure, weight, and height of patients.

Additional duties include operating the equipment and assisting in the laboratory. They also may schedule appointments, receive money for bills, and keep X-ray and other medical records.

In a group practice, they may be a member of a medical office team and have specialized duties. If the physician has a private practice, they may be his sole helpers and thus have responsibility for secretarial, administrative, and limited clinical duties.

Medical assistants are also employed in hospitals and research laboratories.

PERSONAL QUALIFICATIONS

Persons planning to enter this field should enjoy working with people, receive satisfaction from rendering aid to people in need, and have a pleasant, sympathetic personality. They must be alert to emergencies and calm in handling any unusual situation. Accuracy, cleanliness, and neatness in this type of work are essential. Discretion and good judgment are equally important since much of the information they handle is highly confidential.

PREPARATION

Physicians generally prefer to hire individuals having at least a high school education with studies emphasizing secretarial training, English, and biological sciences. Beginners then receive on-the-job training to learn the details of the job.

Additional training is available in some two-year colleges and business schools. Included are courses in medical dictation and transcription, typing, office methods, anatomy, physiology, and introduction to medical science.

OPPORTUNITIES*

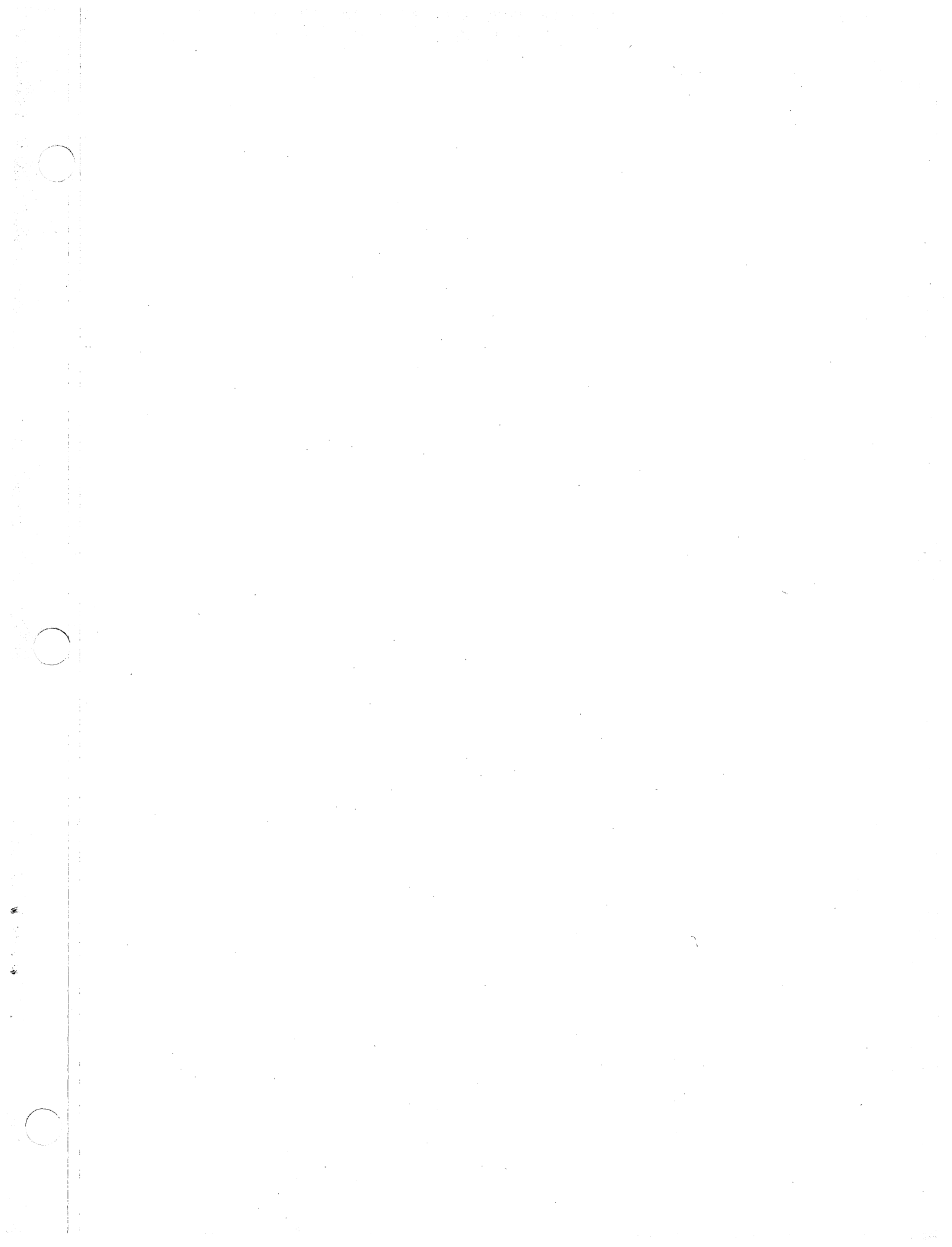
In larger offices, medical assistants with leadership and managerial ability may advance to supervisory positions. Chances for advancement may be greater in hospitals, research laboratories, and with organizations administering health insurance programs.

Opportunities for promotion are enhanced for medical assistants who have college training or a bachelor's degree.

For more information on this career, write:

American Association of Medical Assistants
One East Wacker Drive
Chicago, Illinois 60601

* See page number 76 entitled "Where to Go for More Information."



PSYCHIATRIC TECHNICIAN

NATURE OF WORK

A psychiatric technician, also known as a psychiatric aide, works in the psychiatric department of a general hospital or in a mental hospital, mental clinic, or specialized nursing home, performing a wide variety of tasks under the supervision of a professional nurse.

These technicians work closely with patients, talking with them, encouraging their participation in games and other recreational activities, and generally giving them understanding and kindness to aid their progress toward recovery.

They write letters for patients, care for their clothing and personal property, bathe, feed, shave, lift, move, and dress patients when necessary; and take temperature, pulse, respiration, and apply dressings.

They are able to make observations and contribute valuable information that can help the psychiatrist and other members of the professional staff plan the most beneficial therapy.

Psychiatric technicians in a supervisory capacity plan, assign, and review the work of subordinates, prepare records, requisition supplies, and may do a variety of related tasks to keep the ward activities coordinated and organized.

PERSONAL QUALIFICATIONS

Psychiatric technicians must be persons who gain real satisfaction from helping and interacting with ill people, and who are patient and thorough in their work.

PREPARATION

A high school education is desirable for this position. Technicians receive in-service or on-the-job training, the quality and quantity of which varies with the hospital. Many aides attend formal classes, which may last from three to six months, combined with staff demonstrations and specific work assignments. Continued in-service education where patient care is discussed is now practiced in many hospitals. Formal training schools are in developmental stages.

OPPORTUNITIES*

Psychiatric technicians are constantly in demand in New Jersey. The work, besides being challenging in itself, is an excellent way to determine whether further study in the field of mental health is desirable.

* See page number 76 entitled "Where to Go for More Information."



DENTAL ASSISTANT

NATURE OF WORK

Dental assistants work for individual dentists or two or more dentists sharing the same premises. They are also employed in Federal, State, and local public health clinics, by the armed forces, and by the Veterans Administration.

Dental assistants prepare solutions, mix fillings and cement, prepare plaster models from impressions taken by dentists, and assist dentists in taking and processing X-rays. They see to it that instruments are sterilized and ready for use and assist at chairside. They explain to patients postoperative care, oral hygiene, and the importance of preventive dentistry.

Other duties also may include answering the telephone, making appointments, ordering supplies, handling business transactions, keeping patients' records, sending out monthly statements, and maintaining tax records.

PERSONAL QUALIFICATIONS

Entrants for this occupation should like people, have a pleasant, sympathetic, and cheerful disposition, and possess the ability to work cooperatively as a team member. They should have the aptitude to develop digital and manual dexterity. Absolute personal cleanliness and good physical and dental health are also important traits for prospective dental assistants.

PREPARATION

To become a dental assistant, the applicant should be a high school graduate. High school courses in business, biology, and chemistry are helpful. Specialized training in this occupation can also be secured at several vocational-technical high schools.

For example, Mercer County College offers a one-year certificate of proficiency or a two-year program leading to an Associate in Applied Science degree. Courses studied include: anatomy, the handling of the various medications and fillings, the functions and maintenance of dental instruments and equipment, and dental business office procedures. Instruction is also provided in supervised clinical experience as a chairside assistant to the dentist.

OPPORTUNITIES*

There is a growing awareness by the public for the need of dental care. Consequently, an increasing demand for dental assistants to be employed by dentists and assist in treating patients is expected to continue.

SCHOOLS IN NEW JERSEY

Bergen County Area Voc.-Tech. School
Hackensack, New Jersey

Camden County Area Voc.-Tech. School
Sicklerville, New Jersey 08081

College of Medicine and Dentistry of New Jersey
New Jersey Dental School
Jersey City, New Jersey

Essex County Area Voc.-Tech. School
Newark, New Jersey

Mercer County Community College
Trenton, New Jersey

Union County Area Voc.-Tech. School
Scotch Plains, New Jersey

Union Township Area Voc.-Tech. School
Union, New Jersey

* See page number 76 entitled "Where to Go for More Information."



DENTAL HYGIENIST

NATURE OF WORK

Dental hygienists are qualified to assist the dentist by performing important dental services under his supervision. They clean teeth by removing stains and calcium deposits, polish teeth, and massage gums. They chart conditions of decay and disease for final diagnosis by the dentist. They may assist in administering anesthetics, exposing, processing, and mounting X-ray films, applying decay-preventing agents, sterilizing instruments, and performing other tasks as assigned by the dentist and permitted by the laws of this State.

Seventy percent of dental hygienists are employed by private dental practitioners; most work for a single dentist, while about one fifth work for two or more dentists. In a large, busy dental office, the hygienist might perform 40 to 50 prophylaxes (cleaning) a week, which would occupy most of the time. In smaller offices, hygienists might work only part-time or do many other things including making appointments and keeping records. However, it is most advantageous to a dentist to have them doing only the things for which they were specifically trained and which no one else but the dentist could do. Outside of their contribution in general practice, hygienists play a particularly important role in children's dentistry and in oral surgery.

Dental hygienists also provide health education services in the community. For those who obtain four years of education or more, there are many opportunities in this work. Dental hygienists with a bachelor's degree may work in school systems or public health departments as a resource person and instructor of parents and students. There are also opportunities in industry, research, teaching, and government.

PERSONAL QUALIFICATIONS

Dental hygienists should have a clean, healthy appearance and preferably an attractive set of teeth. They must have good eyesight and manual dexterity. Leadership qualities and a genuine liking for people are important.

PREPARATION

Two programs of professional education are available for dental hygienists. The two-year certification course is of sufficient preparation for working in private dental offices. The four-year degree course will be necessary for more demanding positions as mentioned above.

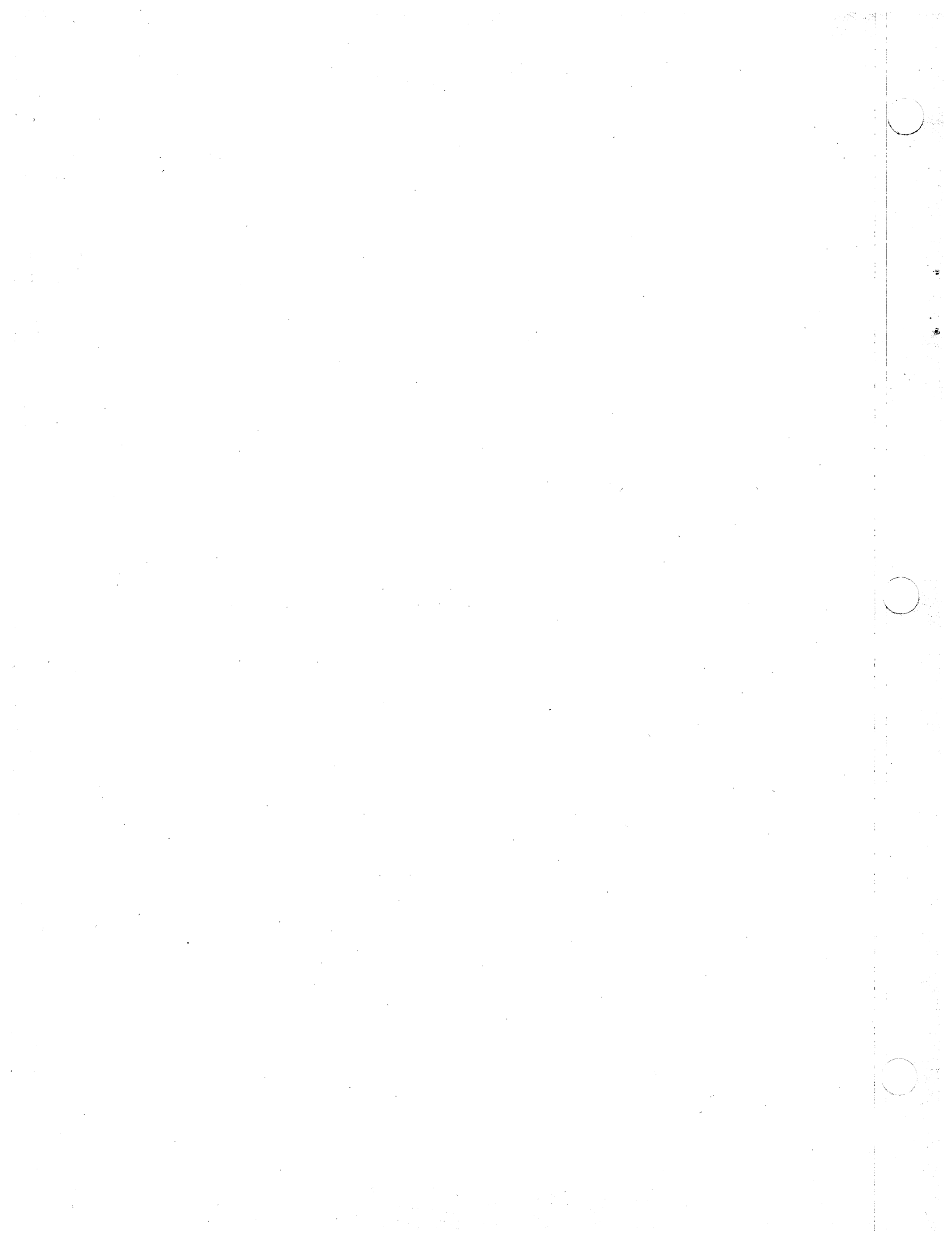
All dental hygiene programs include courses in anatomy, physiology, histology, chemistry, bacteriology, pharmacology, nutrition, pathology, hygiene, clinical dental hygiene, dental health education, public health, ethics, economics, first aid, fundamentals of speech and English, sociology, and psychology. Electives vary according to the schools.

The graduates are required to pass a State licensing examination before they are eligible to practice.

OPPORTUNITIES*

Currently, there are approximately 1,200 dental hygienists in the United States being graduated annually from approved schools; there are twice that many positions to be filled. Many openings are created by the turnover among young women leaving their jobs for family responsibilities. There are numerous jobs available and applicants have a choice of locations. Dental hygienists are utilized more widely in highly populated areas than in rural areas.

* See page number 76 entitled "Where to Go for More Information."



SCHOOLS IN NEW JERSEY

Bergen Community College
Paramus, New Jersey

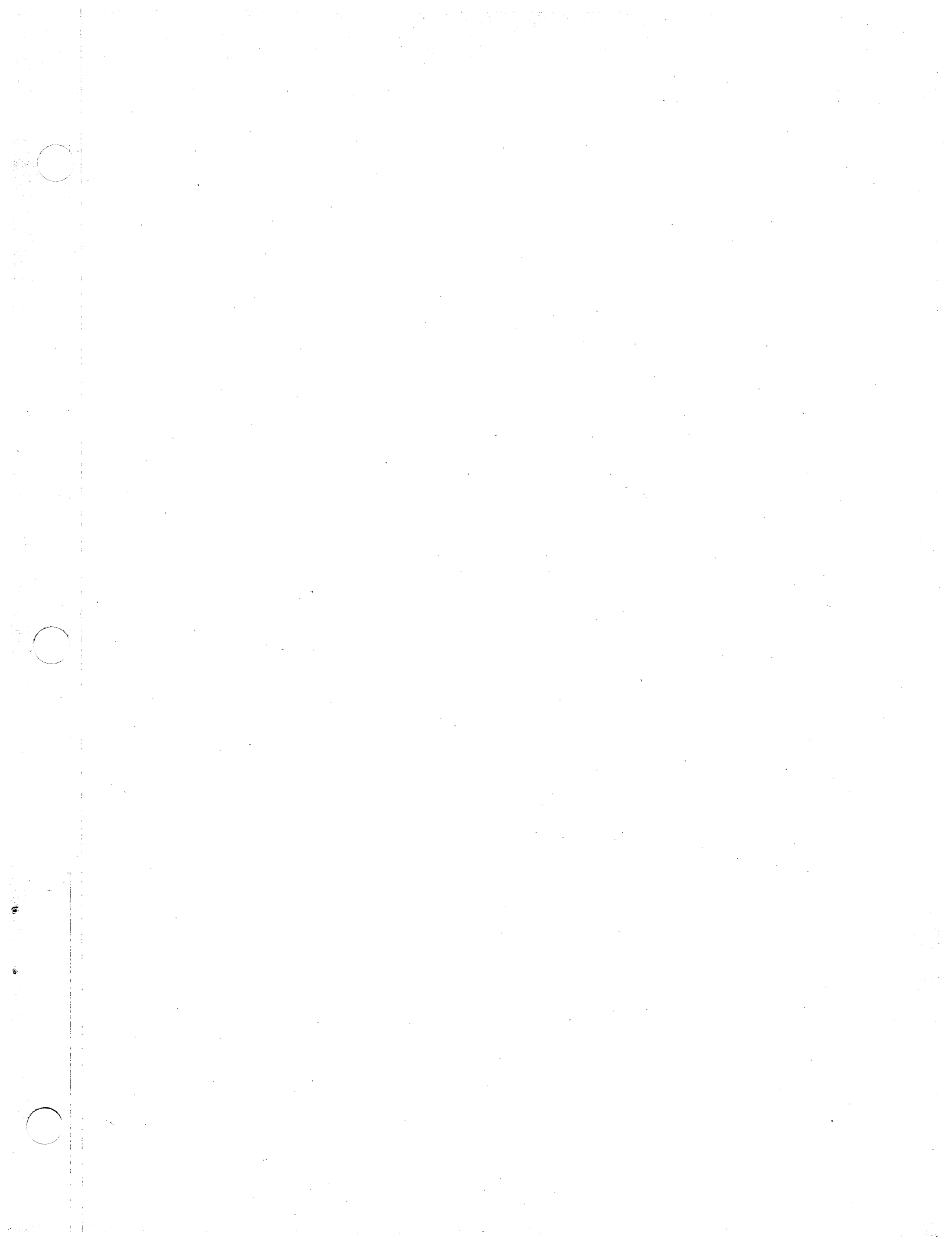
Camden County College
Blackwood, New Jersey

Fairleigh Dickinson University
Rutherford, New Jersey

Middlesex County College
Edison, New Jersey

Union County Area Voc.-Tech. School
Technical Institute
Scotch Plains, New Jersey

For more information on this career, write:
American Dental Hygienists Association
211 East Chicago Avenue
Chicago, Illinois 60611



HOMEMAKER/HOME HEALTH AIDE

NATURE OF WORK

The homemaker/home health aide or home management aide is employed by either a voluntary or a government agency. She works in private homes where help is needed and assists the head of the household or, where no family leader is available, provides homemaking service directly.

She may assist in the care and management of children, the ill and the elderly; do marketing and light housekeeping; carry out instructions of a visiting physician or nurse; teach homemaking skills by demonstration and encouragement; assist clients in scheduling time for housekeeping duties; teach clients proper care of children; advise in money management and budgeting; introduce clients to community resources; confer with social workers on the development of cases; keep records and prepare reports.

She does not give professional nursing care nor do heavy housework.

PERSONAL QUALIFICATIONS

The individual who would like to take up this work should be mature and used to taking responsibility for managing a home. She should be an outgoing individual with the patience to instruct others and the concern to serve others cheerfully.

PREPARATION

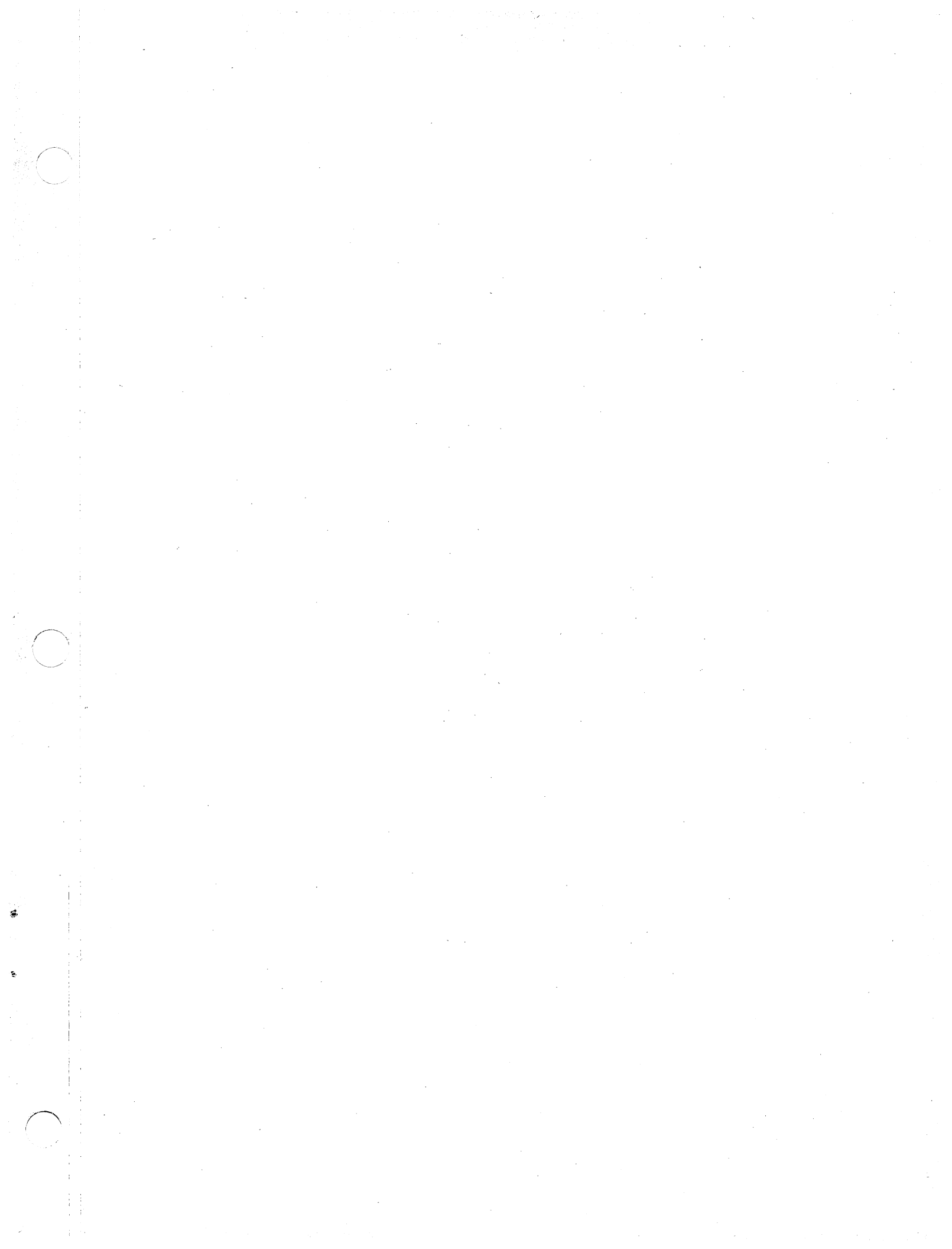
To qualify for this work, the applicant should have a high school diploma or the equivalent, plus some experience in homemaking. Four alternative types of training are recommended by the National Council for Homemaker Services—pre-service, on-the-job, combination of pre-service and on-the-job, and in-service.

Whichever kind of training course the beginner receives, she will generally learn practical housekeeping skills, home management and budgeting, the elements of nutrition and meal planning, and good health practices. In addition, she will be trained to develop psychological insights which will help her to teach and motivate people and to deal effectively with a variety of home and personal situations.

OPPORTUNITIES*

The demand for this kind of work in New Jersey is excellent. Employers report that jobs are usually waiting for those who qualify.

* See page number 76 entitled "Where to Go for More Information."



PHYSICIAN

NATURE OF WORK

The medical field presents greater challenges and offers higher rewards today than ever before. The men and women who enter medicine find the excitement of following new pathways of knowledge with each patient and problem they encounter. They are involved in extending the boundaries of scientific knowledge step by step. At the same time they learn the satisfaction of being of service to humanity. We turn to the physician in times of illness or accident at all hours of the day or night. The physician is seldom, if ever, entirely off duty.

Medical men may choose the familiar role of serving patients directly, or they may work in research laboratories or as teachers in schools of medicine. Of those who practice medicine, about one-third are general practitioners. The others practice in one of the following specialties:

MEDICAL:

Allergy
Cardiovascular disease
Dermatology
Gastroenterology
Internal medicine
Pediatrics
Pulmonary diseases

OTHER:

Administrative medicine
Aviation medicine
General preventive medicine
Pathology
Physical medicine and rehabilitation
Public health
Radiology

SURGICAL:

Anesthesiology
Colon and rectal surgery
General surgery
Neurological surgery
Obstetrics and gynecology
Ophthalmology
Orthopedic surgery
Otolaryngology
Plastic surgery
Thoracic surgery
Urology

PSYCHIATRY AND NEUROLOGY:

Child psychiatry
Neurology
Psychiatry

PERSONAL QUALIFICATIONS

There is a widespread tendency to believe that a potential medical doctor must have almost superhuman qualities to endure the rigors of a medical education. Perhaps this is why many young people dream of entering medicine, but change their plans when it comes to a final decision.

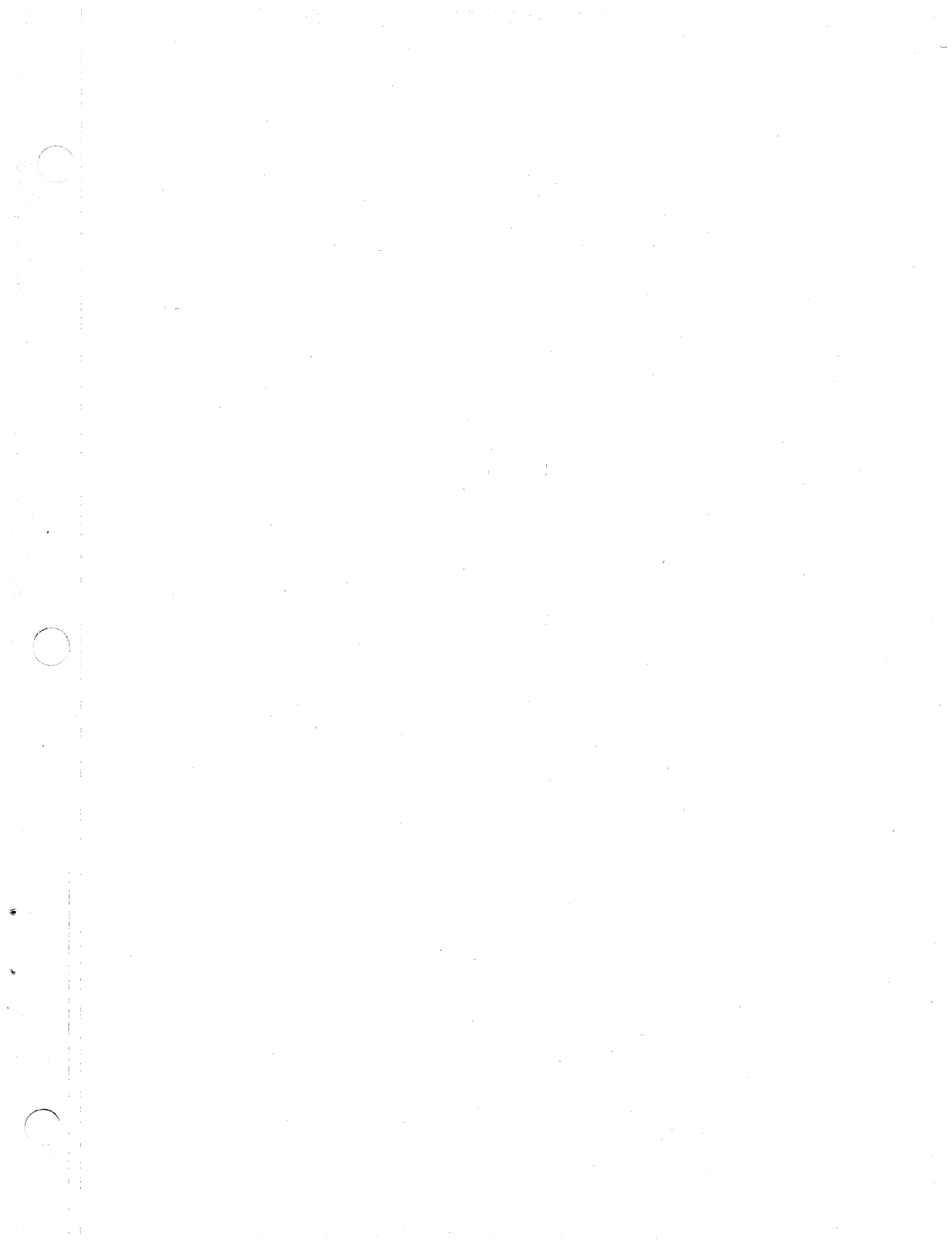
Actually, one of the most important qualifications is simply the desire to become a physician. Applicants must also have a special interest in science and a seriously motivated concern for people. They should possess physical vigor and emotional stability, and must practice intellectual honesty and self-discipline.

Scholastically, candidates have to be capable but not necessarily outstanding. Although an A or B average is impressive, medical schools also look for dedication, resourcefulness, scope of interest, and many other qualifications.

PREPARATION

In high school, students should follow a college preparatory program with emphasis on the sciences.

After high school, they will enter a four-year college premedical program. In the second or third year they take the Medical College Admission Test which is offered twice annually. This is not a pass-fail test, but a measurement of aptitude. Applications should be made at this time to those medical schools in which they are interested.



Those candidates who are accepted by medical schools will spend four years there, the first two in class and laboratory, and the last two primarily learning under supervision in hospitals. Medical school graduates then spend one to three years as interns and resident physicians in a hospital training program.

Medical education is expensive, but scholarships and loans are available. The medical school administrators will assist a good student to obtain financial assistance.

Physicians (MD) must meet the State requirements and pass an examination for a license to practice medicine and surgery in the State of New Jersey. This license must be renewed annually.

OPPORTUNITIES*

Between 1950 and 1970 the number of physicians in the United States increased from approximately 220,000 to 310,000, and the number continues to climb. Population, however, increases at a similar rate, which means that the demand for physicians is never satisfied and will not be for years to come. The U.S. Department of Labor reports that those who choose to study medicine can be sure that their services will be needed, and that opportunities to make their contribution will be excellent.

SCHOOLS IN NEW JERSEY

College of Medicine and Dentistry of New Jersey
New Jersey Medical School
100 Bergen Street
Newark, New Jersey

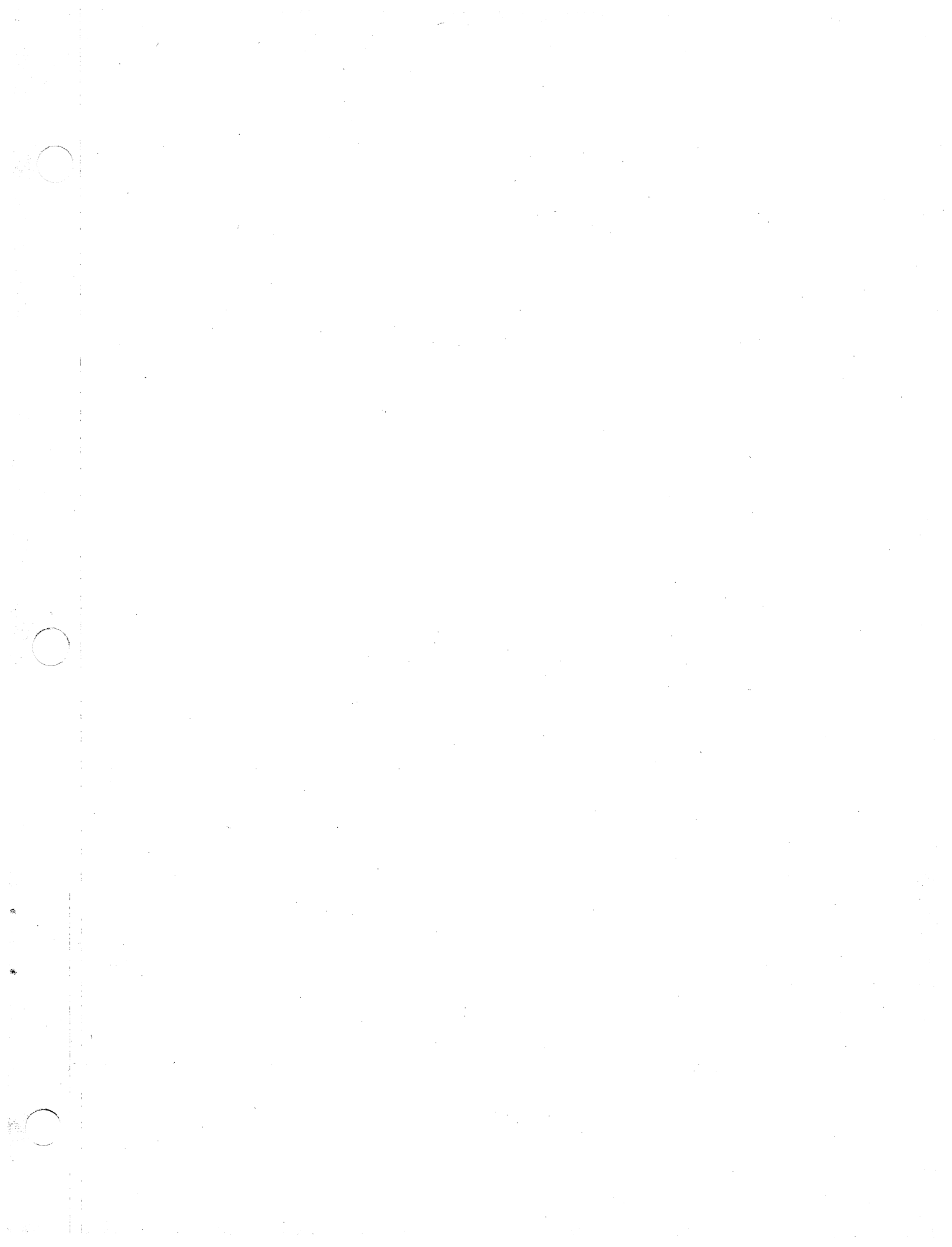
College of Medicine and Dentistry of New Jersey
Rutgers Medical School
New Brunswick, New Jersey

For more information on this career, write:

American Medical Association
535 North Dearborn Street
Chicago, Illinois 60610

Medical Society of New Jersey
315 West State Street
Trenton, New Jersey 08618

* See page number 76 entitled "Where to Go for More Information."



DENTIST

NATURE OF WORK

Dentistry is a branch of the science of healing concerned directly with the teeth and the tissues of the oral cavity. It is concerned indirectly with the health of the entire body. The profession of dentistry involves not only the prevention and healing of oral diseases, but extends to scientific research in many areas of investigation.

Of the 97,500 active dentists in the United States today, career studies show that about 89,000 are in private practice, while another 8,500 are salaried. About 6,500 are specialists in the following recognized areas; dental public health, oral pathology, oral surgery, and orthodontics. About 3,000 are full or part-time teachers or administrators in dental schools or carry out dental research programs.

Several hundred more are administrative or public relations specialists in dental associations and societies. About 7,000 work for the Federal Government. About 500 are in public health dentistry at the state or local level as one of the following: state dental director or assistant, regional public health dentists, county dental directors, and school dentists.

Today, dentists delegate many nonprofessional and technical procedures to their auxiliaries, the dental hygienist, the dental assistant, and the dental laboratory technician. This permits them to devote more time to diagnosis, treatment planning, and operative procedures which require their professional knowledge and judgment.

PERSONAL QUALIFICATIONS

The profession of dentistry requires both manual skills and a high level of intelligence. Dentists should have good visual memory, excellent judgment of space and shape, delicacy of touch, and a high degree of manual dexterity, as well as scientific ability. A liking for people and good business judgment are helpful in achieving success in private practice. In addition, the prospective dental student should also be a socially sensitive and creative person with good aesthetic judgment, and with an ultimate goal of contributing to good health and the betterment of humanity.

PREPARATION

Dental schools require applicants to have completed a minimum of two years of pre dental education in an accredited college or university. However, most dental school candidates exceed this requirement. In recent years, more than one-half of the accepted applicants to dental school have completed four years of college education.

Pre dental students are encouraged to receive a broad background in the arts and humanities and in social science disciplines. When in dental school, they study the basic sciences, dental science, and professional subjects.

The dental school curriculum extends over a four-year period. Although admission requirements vary, the universal requirement is participation in the Dental Aptitude Testing Program, a one-day test given three times a year in over 150 locations.

Dental education is expensive, but scholarships and loans are available. The dental school administrators will assist a good student obtain financial assistance.

Dentists must meet the State requirements and pass an examination for a license to practice dentistry in the State of New Jersey. This license must be renewed annually.



OPPORTUNITIES*

Recent surveys indicate that the demand for dental services is increasing. This is a result of both an increasing population and public recognition of the importance of proper dental hygiene. In New Jersey approximately 200 to 250 additional dentists per year are needed in the 1970's to meet the increasing demand and to replace dentists who die, retire, or otherwise become inactive or leave the occupation.

SCHOOLS IN NEW JERSEY

College of Medicine and Dentistry of New Jersey
New Jersey Dental School
Jersey City, New Jersey

Fairleigh Dickinson University
Teaneck, New Jersey

For More Information on this Career, write:

American Dental Association
211 East Chicago Avenue
Chicago, Illinois 60611

New Jersey Dental Association
P.O. Box 1715
North Brunswick, New Jersey 08902

* See page number 76 entitled "Where to Go for More Information."



PSYCHOLOGIST

NATURE OF WORK

Psychology is the science of human behavior. It is concerned with how people act, and why they act the way they do. It also seeks to predict how people will react in given situations.

As a health career, psychology makes its contribution both to the prevention of mental illness and to its diagnosis and treatment. It is basically a research profession, and the psychologist is in large measure the research member of the mental health team. Every practicing psychologist is also, to some extent, a research scientist, though how each divides his/her time will vary according to the nature and setting of the work.

Psychologists may practice any of several kinds of psychology. Those who work in a hospital, clinic or similar setting are clinical psychologists. They work directly with the patient and those around him in an attempt to diagnose and treat a mental or emotional problem or illness. The goal is to help the individual who is maladjusted to learn new and better behavior patterns so that he can find a more satisfactory way of living his life.

Counseling psychologists deal more with the "average man" rather than with those who are seriously maladjusted. They study an individual in counseling sessions, and as they learn to understand him they can help the individual to understand himself, to deal more sensibly with his problems and decisions, and to take full advantage of all his interests, forestalling mental illness.

Social psychologists are concerned mainly with group reactions and behavior. They study, for example, the ways in which our social attitudes develop, and how the individuals who make up families, and neighborhoods and communities react upon each other. The relationship between social psychology and health is just beginning to be explored.

PERSONAL QUALIFICATIONS

Psychologists must have skill in understanding and interpreting abstract ideas and in explaining them to others. They need the ability to understand and become involved with people while remaining objective and scientific in approach. They must have emotional stability and self-confidence.

PREPARATION

Those planning to enter the field of psychology need not major in that subject as college undergraduates. Their undergraduate college years should be the time for a well-rounded education in the physical and social sciences, including literature, art, philosophy, language, and communications. Specialization in psychology will come in the postgraduate years. The student may become a psychologist after completing a master's or Ph. D. program in psychology.

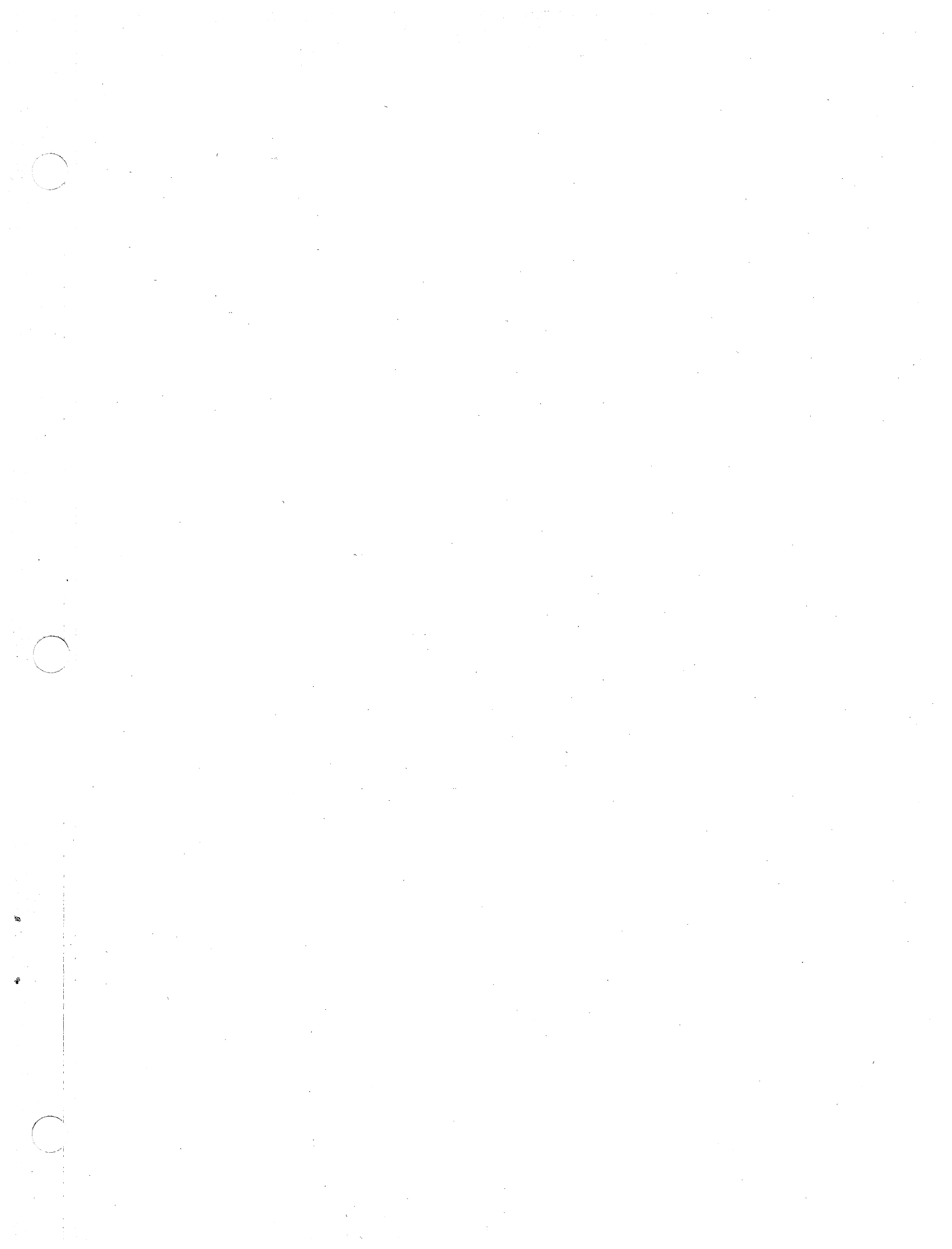
OPPORTUNITIES*

The demand for qualified psychologists is excellent. Positions are available in general and psychiatric hospitals, mental health clinics, rehabilitation centers, public health agencies, schools and community health services, and in group and private practice.

For more information on this career, write:

American Psychological Association
1200 — 17th Street, N.W.
Washington, D.C. 20036

* See page number 76 entitled "Where to Go for More Information."



PHARMACIST

NATURE OF WORK

Pharmacists are specialists in the science of drugs. They must understand the composition, chemical and physical properties, manufacture and uses, activity in the normal and weakened body, and the tests for purity and strength of drugs. They are well prepared to compound medicines and dispense prescription orders written by physicians, dentists, and other prescribers. In return, prescribers rely on pharmacists for information about various drugs, their availability, and activity, just as patrons do when they ask about nonprescription drugs.

Pharmacists may choose from among several working environments. Eighty-five per cent of practicing pharmacists work in community pharmacies; about half of these own their own establishments. They may deal exclusively in medicines and sickroom supplies or operate a drug department store with merchandise of various kinds.

Although dispensing the drugs and chemicals used in compounding prescriptions is the pharmacists' major activity, they also must manage the business and answer numerous inquiries from patrons regarding health problems. They must be in constant contact with local physicians to coordinate their joint efforts to insure the patients' safety. They also serve their community as a prime source of information on health topics.

Hospital pharmacists share these same responsibilities and are teachers and consultants as well. They work closely with the medical staff of the hospital, are often responsible for the purchase and distribution of hospital supplies, and supervise the control of narcotics and medicines within the hospital.

The pharmaceutical industry is another career area. It utilizes pharmacists in manufacturing, research of various kinds, and sales. For instance, research pharmacists may work to discover new and more effective drugs from plants, or may study the effects of drugs and devise safe dosage forms and amounts. Whereas, those in sales may work with the public in marketing new products.

PERSONAL QUALIFICATIONS

Pharmacology demands judgment and conscientious performance. Pharmacists must be good at detail and should be willing to doublecheck their work. Because they are in a position of trust and are responsible for human lives, pharmacists must be absolutely scrupulous and maintain high ethical standards.

Aptitude for science is essential, and a background in the principles of management will be needed. They must enjoy working with people.

PREPARATION

Pharmacy students study for a minimum of five years, and often six. The first one or two years may be spent in general education before entrance into the professional program. High school preparation should include courses in English, science, and mathematics. High grades are important for admission to a college of pharmacy. More specific requirements should be obtained by writing the college.

OPPORTUNITIES*

The present enrollment of about 17,000 students in the nation's 74 schools of pharmacy is far from adequate to fill the requirements of our pharmacies and manufacturing firms. Because of the rapid advances in pharmaceutical science, the profession continues to create jobs at a remarkable rate. New graduates can find work readily as many openings appear each year in pharmacy.

Women comprise 16% of the enrollment in colleges of pharmacy and the number is increasing yearly. The most recent surveys indicate that approximately 35% of hospital pharmacists are women.

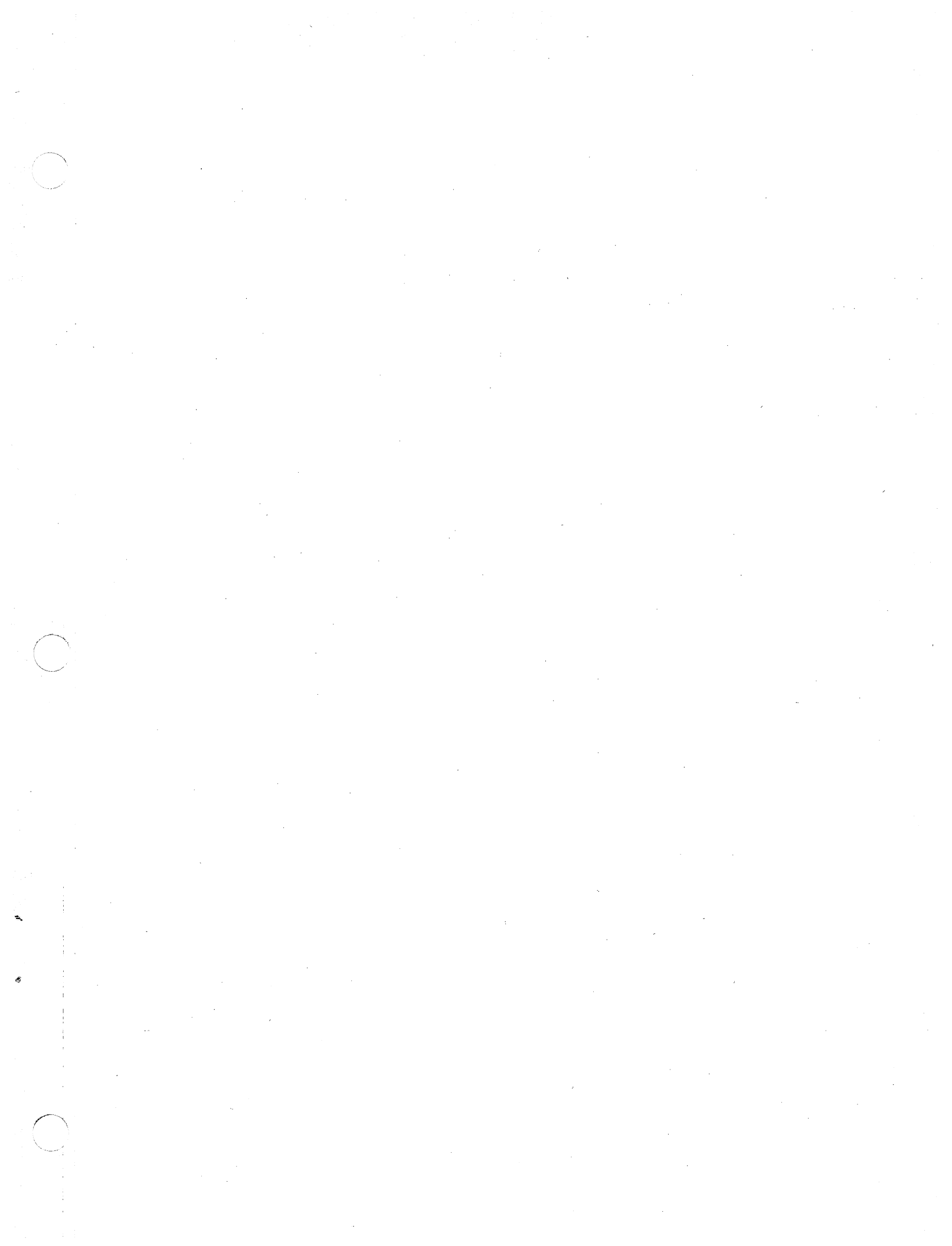
SCHOOLS IN NEW JERSEY

Rutgers University
Newark, New Jersey

For more information on this career, write:

American Association of Colleges of Pharmacy
850 Sligo Avenue
Silver Springs, Maryland

* See page number 76 entitled
"Where to Go for More Information."



PODIATRIST

NATURE OF WORK

Podiatrists diagnose and treat diseases and deformities of the human foot. They diagnose foot ailments such as tumors, ulcers, fractures, skin or nail diseases, and congenital or acquired deformities, using such medically accepted methods as urinalysis, blood tests, and X-ray analysis. They treat deformities, such as flat or weak feet and foot imbalance, by mechanical and electrical methods, such as whirlpool or paraffin baths and short wave and low voltage currents.

Other conditions such as corns, calluses, ingrowing nails, tumors, shortened tendons, cysts, and abscesses are treated by proper surgical methods including suturing, medications, and administrations of local anesthetics.

Deformities are also corrected by means of plaster casts and strappings. Podiatrists may make and fit prosthetic appliances and prescribe corrective footwear. They advise their patients concerning continued treatment of disorders and the proper foot care to prevent a recurrence.

They consult with the appropriate medical specialist when symptoms observed in the feet suggest such systemic disorders as arthritis, heart disease, diabetes, or circulatory ailments.

As a rule, podiatrists provide complete foot care. Some, however, specialize in orthopedics (bone, muscle, and joint disorders), podopediatrics (Children's diseases), or foot surgery.

PERSONAL QUALIFICATIONS

Candidate must possess the necessary scholastic ability to complete the podiatry college course.

Podiatrists should have scientific aptitude, manual dexterity, and good business sense. They must have a pleasing personality and the ability to get along well with people.

PREPARATION

There are five colleges of podiatric medicine (listed below) which have been approved by the Council on Education of the American Podiatry Association. All of these schools require a minimum of two years of pre-professional college training. This education must include courses in English, chemistry, biology, or zoology, and, in some instances, physics or mathematics.

The first two years of podiatry education are devoted to classroom instruction and laboratory work in such basic sciences as anatomy, bacteriology, chemistry, pathology, and physiology. During the final two years, students spend most of their time obtaining clinical experience.

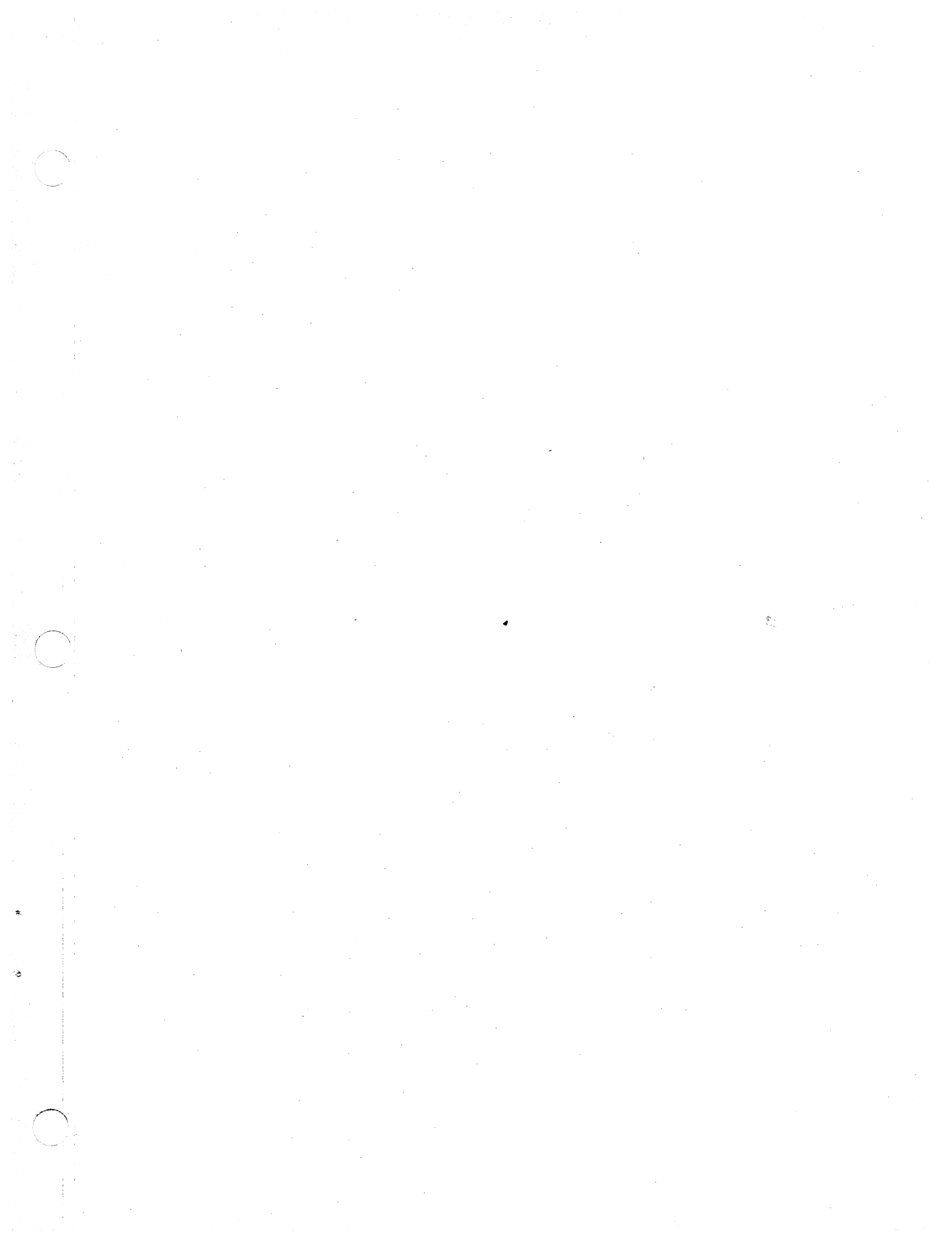
The practice of podiatry is regulated by law in New Jersey. After graduation from an approved college and one year of internship in a clinic, hospital, or other State-approved institution, the applicant is then required to pass an examination for a license awarded by the State Board of Medical Examiners.

Podiatrists' licenses must be renewed annually.

OPPORTUNITIES*

Opportunities for new graduates to establish their own practices as well as enter salaried positions should continue to be favorable. An important factor underlying this anticipated growth is an expanding population with a greater number of older people. This age group needs the most foot care. Furthermore, the trend toward providing preventive foot care for children is increasing.

* See page number 76 entitled "Where to Go for More Information."



SCHOOLS OF PODIATRY

California College of Podiatric Medicine
1770 Eddy Street
San Francisco, California 94115

Illinois College of Podiatric Medicine
1327 North Clark Street
Chicago, Illinois 60610

M. J. Lewi College of Podiatry
53 East 124th Street
New York, New York 10035

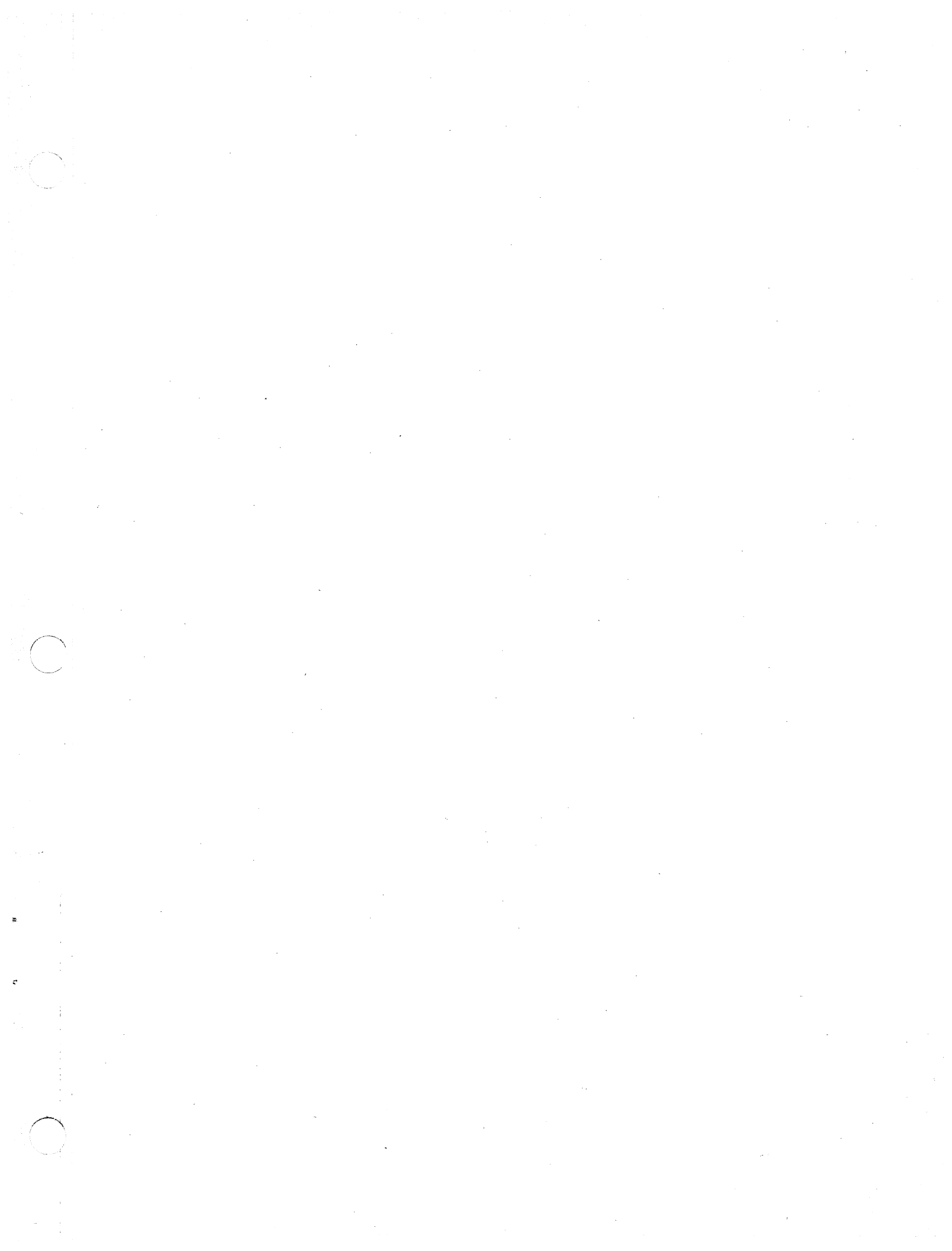
Ohio College of Podiatric Medicine
2057 Cornell Road
Cleveland, Ohio 44106

Pennsylvania College of Podiatric Medicine
Pine at Eighth Street
Philadelphia, Pennsylvania 19107

For more information on this career, write:

American Podiatry Association
3301 — 16th Street, N.W.
Washington, D.C. 20010

Mr. Irving J. Tecker
Executive Secretary
New Jersey Podiatry Society
911 Kings Highway
Cherry Hill, New Jersey 08034



EYE CARE

The treatment of eye pathology and the care and preservation of vision are the concern of several kinds of specialists. Each is identified by a separate term and has a unique background for his work.

OPTOMETRIST

NATURE OF WORK

An optometrist, doctor of optometry (OD), is a person specifically educated, trained and state-licensed to examine the eyes and related structures to determine the presence of vision problems, eye disease, or other abnormalities by any means including the use of diagnostic drugs. He prescribes and adapts lenses or other optical aids including contact lenses, and may use visual training when indicated to preserve or restore maximum efficiency of vision.

Three-fourths of optometrists are in private practice. Others are employed in clinical practice, in hospitals or rehabilitation centers, in research, in government, and the ophthalmic industry.

PERSONAL QUALIFICATIONS

Applicants for the profession of optometry should have a liking for mathematical and scientific work and the ability to use delicate precision instruments.

An even temperament and patience are most useful. A tactful personality and conversational ability are helpful in the consultations with patients in which an optometrist is continuously engaged.

PREPARATION

To secure a license to practice optometry, applicants must have completed a course of study of at least six college years consisting of at least two college years of premedical work and four years at an approved college of optometry. They also are required to pass an examination held by the New Jersey State Board of Optometrists.

Optometrists' licenses must be renewed annually.

OPPORTUNITIES*

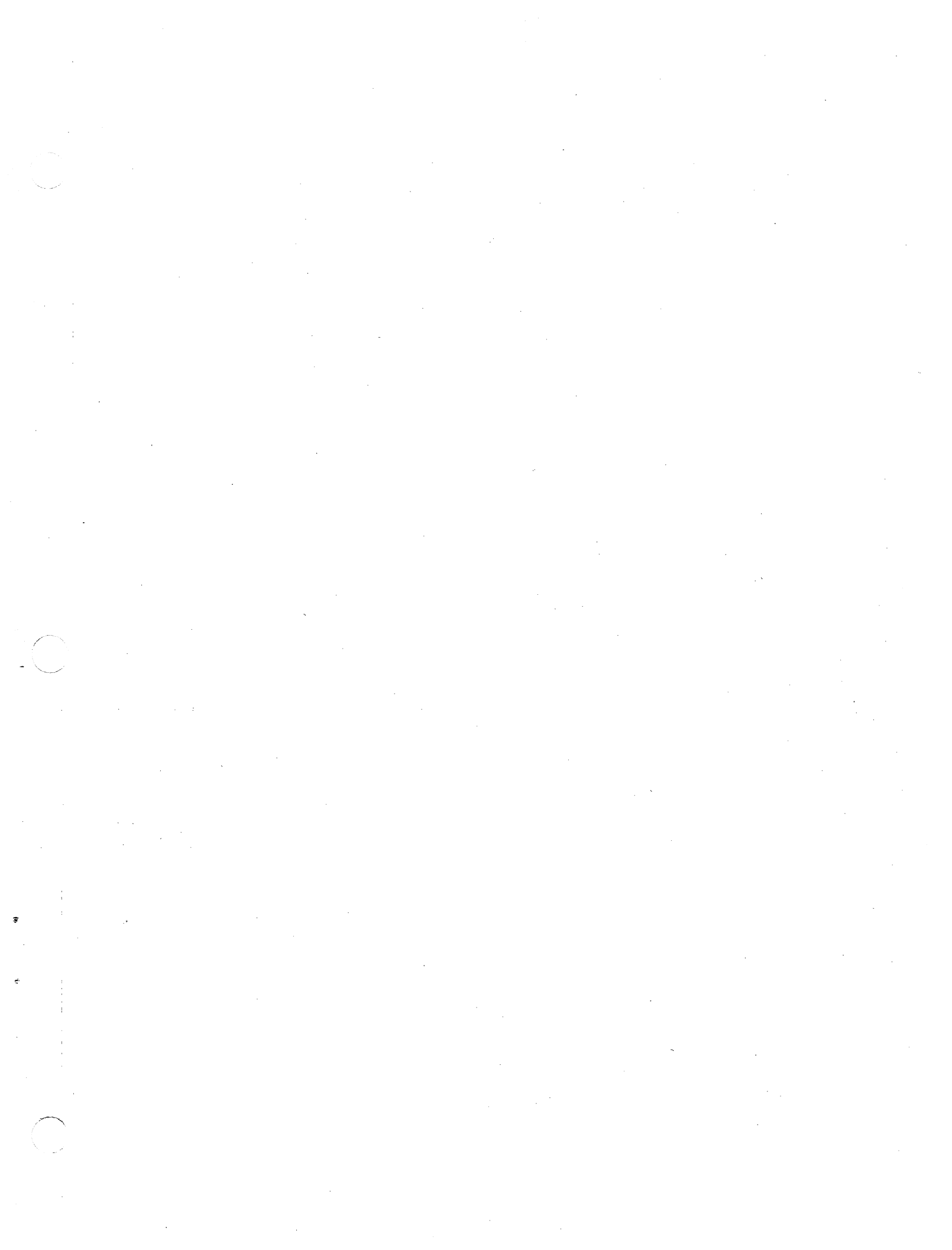
Employment opportunities for new optometry graduates are expected to remain favorable through the 1970's. The demand for optometric services is expected to increase.

Among the factors underlying this expected increase in demand for eye care services are a growing population having larger numbers of older people and white collar workers, — the groups most likely to need glasses; the wider recognition of the importance of good vision at work and in school; and the greater acceptance of the use of eyeglasses and contact lenses to counteract eye strain and visual defects.

The total number of new graduates will probably be little more than the number needed to replace optometrists who retire, die, or stop practicing for other reasons.

Those who have the necessary capital and management ability should increase their earnings by establishing their own practice. However, a good office location and favorable economic environment are of major importance for a successful practitioner.

* See page number 76 entitled "Where to Go for More Information."



SCHOOLS

Although there are 12 schools of optometry accredited by the American Optometric Association and National Commission on Accrediting of Institutions of Higher Education, there are no optometric schools in New Jersey. Colleges closest to New Jersey which can prepare the applicant to take the State Board Examinations include:

The Massachusetts College of Optometry
Boston, Massachusetts

Pennsylvania College of Optometry
Philadelphia, Pennsylvania

New York College of Optometry
New York State University
New York, New York

For more detailed information on this career, write:

New Jersey Optometric Association
Office of Public Information
514 Greenwood Avenue
Trenton, New Jersey 08609

American Optometric Association
7000 Chippewa Street
St. Louis, Missouri 63119

OPHTHALMOLOGIST

NATURE OF WORK

The ophthalmologist is a medical doctor (MD) who has formally specialized in eye care and is prepared to diagnose and treat eye pathology and injury and perform optical surgery.

Ophthalmologists diagnose and treat diseases and injuries of the eyes. They examine patients for symptoms indicative of organic or congenital ocular disorders, and determine the nature and extent of injury or disorder, executing a variety of tests to determine vision loss.

They prescribe and administer medications and perform surgery if indicated. Ophthalmologists perform refractions (write prescriptions for corrective lenses), direct remedial activities to aid in regaining vision, and instruct patients in eye exercises.

PERSONAL QUALIFICATIONS

Anyone who is looking toward this medical career must have a first-rate capacity for thinking and learning. Being a good student is important because medical training is long and the courses are tough — and being a specialist means adding to your learning constantly throughout your professional life.

Health is important, too. The medical student will need enough physical stamina to take on six or more years of intensive study and clinical work after medical college.

The ophthalmologist must have above average intelligence, good vision and coordination, and the manual dexterity to perform delicate operations.

When special problems in eye pathology or injury arise, the general practitioner will refer the patient to an ophthalmologist. Accurate diagnosis and treatment are mandatory for the cure of disease and safeguarding of the patient's eyesight. The ophthalmologist must have the ability to make critical decisions in an emergency regarding a patient's eyesight.

PREPARATION

The candidate for medical school needs to do well in science — he'll be taking advanced courses in chemistry, biology, and the like. He'll need plenty of intellectual curiosity, initiative, judgment, and the "stick-to-itiveness" that will carry him through his years of rigorous training to become a specialist.

To qualify for the medical specialty of ophthalmology, the graduate physician must spend additional years in study and training. Many young physicians begin their specialty training right after completing internship. They become residents in a hospital for several years and concentrate on their chosen aspect of medicine.

The ophthalmologist has to undergo extensive training. This includes: four years of college; four years of Medical School, after which the graduate is given an MD degree; and one year of internship in an accredited hospital. After this, the student must take his state board examination to qualify to practice medicine and surgery in that state, and in any other state that grants reciprocity. Next comes three years of residency training in a hospital with an ophthalmic teaching program. After these additional three years training in the field of ophthalmology, the physician is eligible to take the American Board of Ophthalmology examination. If he passes this, he becomes a diplomate of the American Board of Ophthalmology.

OPPORTUNITIES

Opportunities for these highly trained specialists are excellent and they have somewhat higher incomes than general practitioners.

Despite an expected increase in the number of qualified ophthalmologists, the demand is expected to be even greater due to an expanding population and also the need to replace those specialists who retire.

* See page number 76 entitled "Where to Go for More Information."



SCHOOLS IN NEW JERSEY

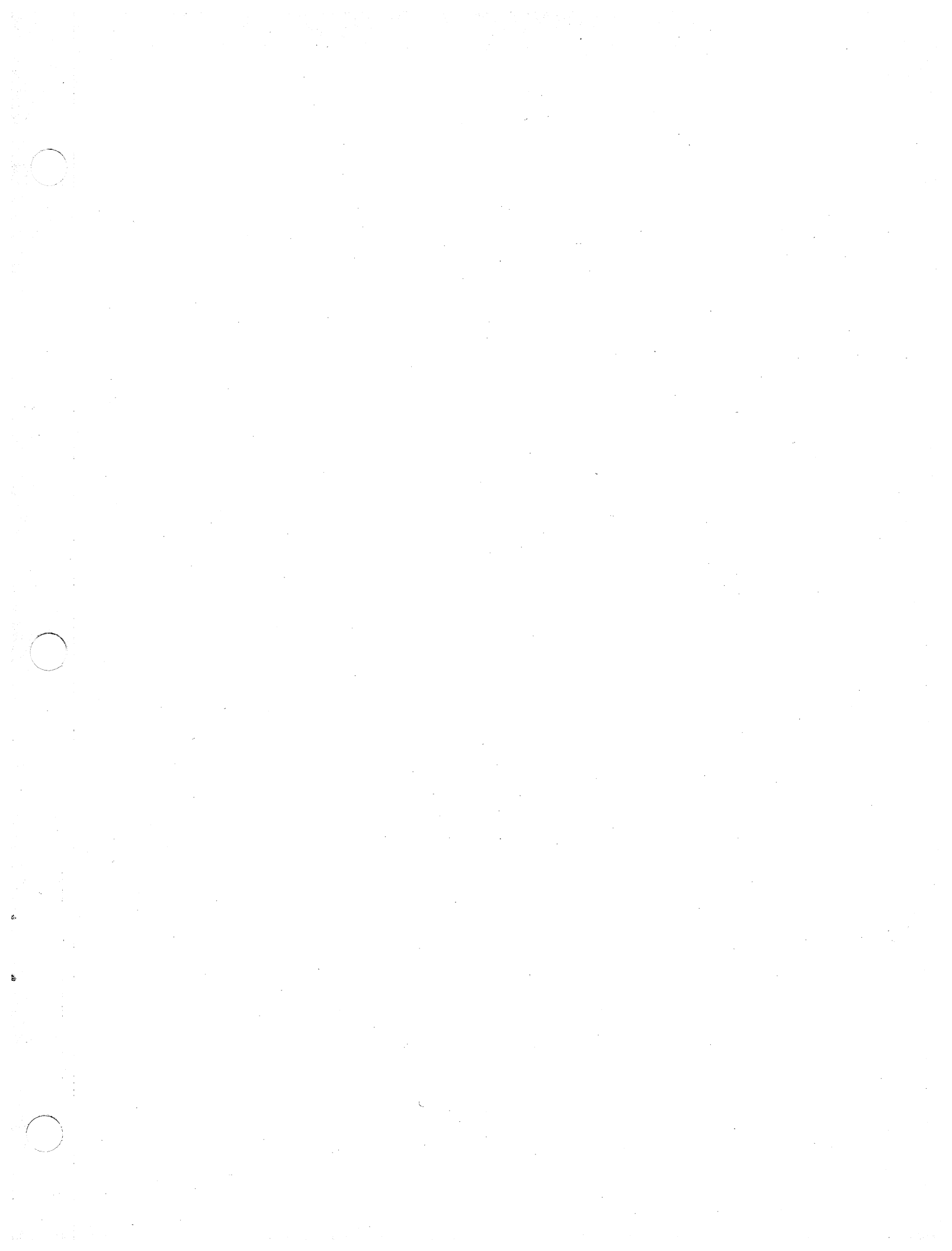
College of Medicine and
Dentistry of New Jersey
New Jersey Medical School
100 Bergen Street
Newark, New Jersey

College of Medicine and
Dentistry of New Jersey
Rutgers Medical School
New Brunswick, New Jersey

For more detailed information on this career, write:

Dr. Oram R. Kline, Jr. M.D., President
New Jersey Academy of Ophthalmology and Otolaryngology
406 Cooper Street
Camden, New Jersey 08102

American Medical Association
535 North Dearborn Street
Chicago, Illinois 60610



AUDIOLOGIST SPEECH PATHOLOGIST (THERAPIST)

NATURE OF WORK

Audiology and speech pathology are areas of endeavor which have developed out of concern for people with disorders in the processes of communication. Audiologists and speech pathologists, or speech therapists as they have formerly been called, devote themselves to helping both children and adults overcome speech and hearing problems.

Some workers specialize in either speech disorders or hearing disorders, but speech and hearing are so interrelated that professional competency requires familiarity with both. There are four areas in which one may become involved: clinical, research, teaching, and administration.

Clinical services include the evaluation of the speech and/or hearing impairment by a wide variety of diagnostic procedures, followed, when indicated, by a therapeutic program. The worker will become involved with a patient, his family, and other professional personnel.

Research includes those pursuits which seek to increase basic understanding of the complex processes of speech and hearing, to increase basic knowledge of the essential nature of various disorders, and to develop improved methods for the evaluation and treatment of individuals with these disorders.

Teaching is the primary concern of members of college and university faculties. Speech pathologists and audiologists working in colleges or universities provide instruction in the principles and bases of communication, disorders, and clinical techniques. Many also participate in educational programs for physicians, nurses, teachers, and other professional personnel.

Most individuals in the speech and hearing field devote at least part of their time to administrative duties. Work in administration may become a full time activity for those who direct clinics or community agencies, or coordinate services in state, county, and city or school health departments.

PERSONAL QUALIFICATIONS

Speech pathologists and audiologists should have an interest and liking for people, and the ability to approach problems with objectivity. To work effectively with persons having speech and hearing disorders, they must be sensitive, patient, and have emotional stability.

PREPARATION

The basic requirements for entering the profession include the completion of work for a master's degree. Pre-professional course work should provide a broad liberal arts background, including biology, anatomy, physiology, physics, general psychology, child and adolescent psychology, sociology, and anthropology.

OPPORTUNITIES*

The present supply of qualified pathologists and audiologists is inadequate. It is estimated that approximately 1,400 new workers will be needed annually through the mid-1970's to serve the more than 8 million handicapped in the nation. This annual demand considerably exceeds the number of graduate students presently being trained.

* See page number 76 entitled "Where to Go for More Information."



SCHOOLS IN NEW JERSEY WHICH OFFER A B.A. IN SPEECH CORRECTION ARE:

Douglass College
New Brunswick, N.J.

Montclair State College
Upper Montclair, N.J.

Newark State College
Newark, N.J.

Paterson State College
Wayne, N.J.

Trenton State College
Trenton, N.J.

An M.S. in Speech Pathology is offered by:

Rutgers — The State University
New Brunswick, N.J.

A B.A. in Speech and Hearing is offered by:

Jersey City State College
Jersey City, N.J.

An M.A. in Speech and Hearing is offered by:

Jersey City State College
Jersey City, N.J.

Montclair State College
Upper Montclair, N.J.

Newark State College
Newark, N.J.

Trenton State College
Trenton, N.J.

For more information on this career, write:

National Association of Speech and Health Agencies
919 — 18th Street, N.W.
Washington, D.C. 20006

American Speech and Hearing Association
1001 Connecticut Avenue, N.W.
Washington, D.C. 20036

OCCUPATIONAL THERAPIST

NATURE OF WORK

Occupational therapy is the use of purposeful activity as treatment in the rehabilitation of persons with physical or emotional disability. The occupational therapist determines the treatment program in consultation with the physician, according to the individual needs of the patient.

The therapist works with both children and adults who need specialized treatment for stimulating mind and body to function at fullest capacity. The diagnoses may include neurological impairment, emotional illness, physical injury, birth defects, mental retardation, and heart disease. The OTR (Occupational Therapist Registered) must evaluate the patient's needs and then adapt the available treatment media to those needs; they then must be able to judge the therapeutic effect of the treatment and adjust it accordingly.

The activities employed may include creative arts, manual arts and crafts, group and individual recreation, self-care, homemaking, vocational evaluation and prevocational training, and instruction in the use of prostheses and adaptive devices, such as splints and braces following a medical prescription.

Physical and mental recovery is the main objective, but a second goal of helping the handicapped adjust to a possible change in occupation is equally important. The occupational therapist may implement this part of the program through personal counseling including prevocational testing.

PERSONAL QUALIFICATIONS

The occupational therapist must have an interest in human behavior, in helping others, and in medicine. One must be in good physical and emotional health, adaptable, academically above average, and have abilities for creativity, teaching, observing and reporting, and teamwork.

PREPARATION

After completing two college years of prerequisite courses, a student may enter a bachelor's degree program with a major in occupational therapy. Of the total 4½-to-5-year program, about nine months are spent in clinical affiliations working with patients under their supervision.

An occupational therapist can receive a master's degree in occupational therapy with an additional 1½ years of study. Occupational therapy programs for graduates in other fields are also available at a few selected schools throughout the country.

OPPORTUNITIES*

The United States Department of Labor reports that employment opportunities in this profession are excellent and should remain so through the 1970's.

Occupational therapists are employed in general and special hospitals, psychiatric clinics, rehabilitation centers, special schools, military hospitals, nursing homes, sheltered workshops, home care programs, and community agencies.

In addition to openings in the private sector, there are many opportunities in the Federal service and the armed forces. A therapist who has gained considerable experience can advance to positions in teaching.

SCHOOLS

There are no schools of Occupational Therapy in New Jersey. Programs closest to New Jersey include:

Columbia University College of Physicians and Surgeons
New York, New York

Philadelphia School of Occupational Therapy
Philadelphia, Pennsylvania

New York University School of Education
New York, New York

Temple University
Philadelphia, Pennsylvania

University of Pennsylvania
School of Allied Medical Professions

For more information on this career, write:
American Occupational Therapy Association
251 Park Avenue, South
New York, New York 10010

* See page number 76 entitled "Where to Go for More Information."

PHYSICAL THERAPIST

NATURE OF WORK

Physical therapists work with patients to restore function and prevent permanent disability after disease, injury, or loss of body parts. Their goal is to help the patient reach his maximum potential so he may assume a role in society while learning to live within the limits of his capabilities.

Physical therapists evaluate the patient and plan the treatment program which will be most effective. They maintain contact with the referring physician regarding the patient's progress. They may give strengthening exercises to someone who has fractured his leg, lessons in walking and stair climbing to a patient with paralysis following a stroke, or coordination exercises to a child with cerebral palsy. To alleviate pain, they also use various physical agents such as heat, cold, water, and ultra sound.

To carry out assigned programs successfully, physical therapists need to have a thorough knowledge of biological and physical sciences and pathology. They also need an appreciation of the psychological, sociological and economical impact of disease and disability on the individual, his family, and his community.

As a member of the health team, the physical therapist has the stimulus of working with doctors, occupational therapists, speech therapists, nurses, and others who contribute to a patient's progress.

PERSONAL QUALIFICATIONS

A person who enters physical therapy must be interested in the rehabilitation of the ill and injured and capable of using both the tools of science and human ingenuity to successfully accomplish his/her goals.

PREPARATION

There are more than 50 courses accredited by the Council on Medical Education of the American Medical Association and the American Physical Therapy Association. Most are located in colleges and universities utilizing teaching and affiliating hospitals.

High school graduates may pursue a four-year college course leading to a bachelor's degree. Those who have already graduated from college and want to study physical therapy may take an intensive course leading to a certificate or to a master's degree.

A license is required to practice physical therapy in the State of New Jersey.

OPPORTUNITIES*

Employment opportunities for physical therapists are expected to be good through the 1970's. The demand for qualified workers is likely to continue as a result of expanding rehabilitation programs and sociological changes. Physical therapists may work in hospitals, rehabilitation centers and schools for crippled children, clinics, physicians' offices, homes for the chronically ill, and summer camps. They may join the armed forces, work in public health agencies, or be self-employed.

Many physical therapists pursue graduate education. After gaining experience in this country, physical therapists have seen the world by working with the Peace Corps, the World Health Organization, and the hospital ship, the SS Hope. They also contribute to their field in the areas of teaching, research, writing, and administration.

* See page number 76 entitled "Where to Go for More Information."

SCHOOLS

There are no schools of Physical Therapy in New Jersey. Programs closest to New Jersey include:

Downstate Medical Center
State University of New York
Brooklyn, New York

Columbia University
College of Physicians and Surgeons
New York, New York

New York University
School of Education
New York, New York

University of Pennsylvania
School of Allied Medical Professions
Department of Physical Therapy
Philadelphia, Pennsylvania

Temple University
College of Allied Health Professions
Department of Physical Therapy
Philadelphia, Pennsylvania

Hunter College
New York, New York

For more information on this career, write:

American Physical Therapy Association
1740 Broadway
New York, New York 10019

New Jersey Chapter of the American
Physical Therapy Association
201 Pleasant Valley Way
West Orange, New Jersey 07052

PROSTHETIST/ORTHOTIST

NATURE OF WORK

In accordance with the prescription of a physician, prosthetists make and fit artificial limbs. Orthotists make and fit orthopedic braces to support weakened body parts, or to correct physical defects such as spinal malformations. These technicians measure the limb or deformity and make a plaster cast of it in order to determine the type of, and specification for, the brace or artificial limb prescribed. They also instruct the patient in the proper use of the device.

They may specialize only in prosthetics, or in making orthopedic devices, or be qualified for both.

These technicians may work in a privately owned retail facility, in a hospital shop, or they may be affiliated with a government agency such as the Veterans Administration. A few are self-employed.

PERSONAL QUALIFICATIONS

The entrant must be able to work to close tolerances in fitting and adjusting devices. Manual and finger dexterity is necessary to manipulate measuring devices and appliances to insure proper fit.

In addition, patience and a working knowledge of human psychology in dealing with both patients and professional associates are essential. They must also have a real concern for the welfare of the disabled.

PREPARATION

Although no minimum formal education is needed to enter this occupation, a high school diploma is an asset. If possible, the student should have studied courses, such as physics, chemistry, mathematics and biology. In addition, shop work in metal, plastics and wood will be helpful in obtaining an entry level job. It takes approximately four years to learn this trade.

Most prosthetist/orthotists learn their trade through on-the-job training programs. This may be a formal apprenticeship agreement sponsored by the Bureau of Apprenticeship and Training of the U.S. Department of Labor and the Division of Vocational Education of the New Jersey Department of Education or an informal agreement between the employer and the trainee.

Trainees learn the fundamentals of bio-mechanics and engineering as related to prosthetic and orthotic appliances. They secure actual shop experience in designing and constructing braces and artificial limbs made with plastic, wood, leather, steel, aluminum, and also the fitting and adjusting of them.

A certificate of proficiency is issued to the applicant by the American Board for Certification in Orthotics and Prosthetics upon successful completion of an examination.

OPPORTUNITIES

Each year more and more disabled people need prosthetic and orthotic assistance. Opportunities for qualified craftsmen in this field are excellent.

After they have secured expertise in all phases of the work, prosthetists/orthotists may advance to managers of large establishments.

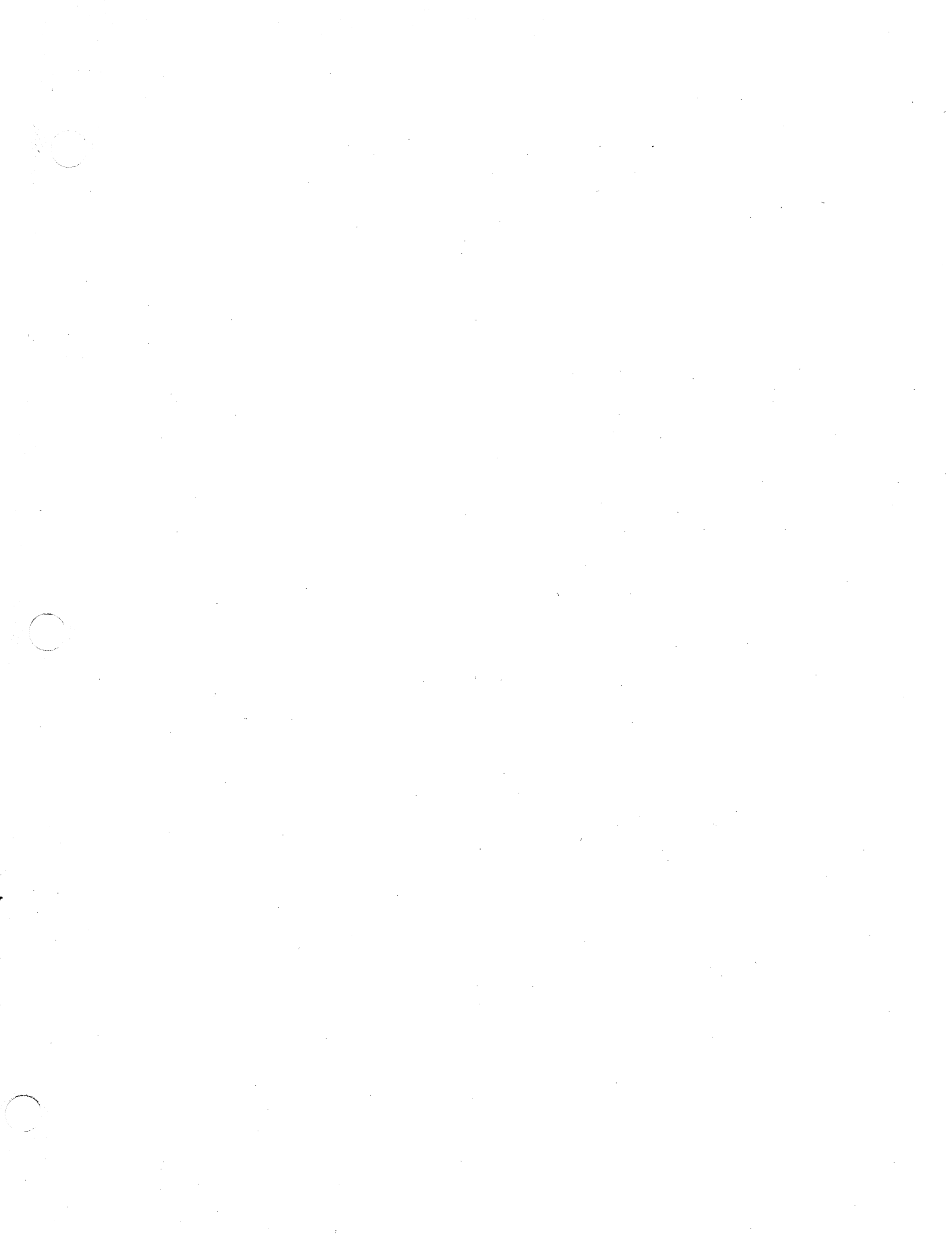
Those who have the necessary experience and money to invest often go into business for themselves.

SCHOOLS

There are no schools to train Prosthetists/Orthotists in New Jersey. The closest school is New York University, 342 East 26th Street, New York, New York 10010, which offers a four-year curriculum and includes instruction in English, speech, mathematics, physical and biological sciences, psychology, sociology, social studies, basic engineering subjects, as well as shop methods. In addition to the foregoing, specialized practical courses which cover upper and lower extremity prosthetics and orthotics, as well as spinal orthotics, are included.

For more detailed information on this career, write: Mr. Jack Gold, President— Prosthetists and Orthotists Society of New Jersey
51 Central Avenue
Orange, New Jersey 07050

American Orthotic and Prosthetic Association
1440 N. Street, N.W.
Washington, D.C. 20005



MEDICAL TECHNOLOGIST

NATURE OF WORK

Medical technologists perform the laboratory tests which play a vital role in the detection, diagnosis and treatment of disease. They work with a variety of chemicals and complex precision instruments, and have contact with other health professionals and patients.

It is part of the medical technologists' job to obtain blood samples from patients for various kinds of testing. They may examine the blood chemically for cholesterol or microscopically for leukemia. Other kinds of testing include culturing bacteria to identify disease-causing organisms and analyzing the chemical composition of urine for diabetes.

Medical technologists may confine their activities to a specialized field such as blood-banking technology or nuclear technology.

Because of their thorough scientific training and education, medical technologists know not only how to perform a test, but the theory behind it, and whether a determination checks with the clinical evidence.

PERSONAL QUALIFICATIONS

A medical technologist must have the qualities expected of a professional. An aptitude for science, manual dexterity, and the ability to work under pressure with accuracy are particularly essential.

PREPARATION

Four years of training after high school are necessary to become a professionally recognized medical technologist. The training involves three years of college followed by one year in a hospital school of medical technology.

However, the National Committee for Careers in the Medical Laboratory has recently developed proficiency examinations for laboratory personnel who have received most of their training on the job, whose experience and aptitude may qualify them to perform on a higher level, and who are being prevented from advancement by formal education and training requirements.

OPPORTUNITIES*

It is estimated that 90,000 medical technologists will be needed by 1975 in the United States. Employment opportunities are excellent throughout the country.

SCHOOLS IN NEW JERSEY

Colleges in New Jersey which offer the first three years of training include:

Caldwell College
Caldwell, N.J.

Douglass College
New Brunswick, N.J.

Fairleigh Dickinson University
Rutherford, N.J.

Centenary College for Women
Hackettstown, New Jersey

Monmouth College
Monmouth County, N.J.

Rutgers, The State University
Newark, N.J.
Camden, N.J.

Hospitals in New Jersey which offer the fourth year clinical affiliation are:

Barnert Memorial Hospital
Paterson, N.J.

Bergen Pines County Hospital
Paramus, N.J.

Cooper Hospital
Camden, N.J.

Elizabeth General Hospital
Elizabeth, N.J.

Englewood Hospital
Englewood, N.J.

Fitkin Memorial Hospital
Jersey Shore Medical Center
Neptune, N.J.

* See page number 76 entitled
"Where to Go for More Information."

Hackensack Hospital
Hackensack, N.J.
Hospital Center at Orange
Orange, N.J.
Mercer Hospital
Trenton, N.J.
Monmouth Medical Center
Long Branch, N.J.
Morristown Memorial Hospital
Morristown, N.J.
Mountainside Hospital
Montclair, N.J.
Muhlenberg Hospital
Plainfield, N.J.
Newark Beth Israel Hospital
Newark, N.J.
Newcomb Hospital
Vineland, N.J.
Overlook Hospital
Summit, N.J.
Passaic General Hospital
Passaic, N.J.
Princeton Hospital
Princeton, N.J.

Riverview Hospital
Red Bank, N.J.
St. Barnabas Medical Center
Livingston, N.J.
St. Francis Hospital
Trenton, N.J.
St. Joseph's Hospital
Paterson, N.J.
St. Mary Hospital
Hoboken, N.J.
St. Mary's Hospital
Passaic, N.J.
St. Michael's Medical Center
Newark, N.J.
St. Peter's General Hospital
New Brunswick, N.J.
Somerset Hospital
Somerville, N.J.
United Hospitals of Newark
Newark, N.J.
West Jersey Hospital
Camden, N.J.

For more information on this career, write:

American Society of Medical Technologists
Suite 1600 — Hermann Professional Building
Houston, Texas 77025

CERTIFIED (MEDICAL) LABORATORY ASSISTANT

NATURE OF WORK

Because the field of laboratory medicine has expanded so rapidly in recent years, a greater need for laboratory personnel than ever before has developed. To help meet this need, formalized training programs for laboratory assistants have developed and expanded, and certification standards have been adopted.

Laboratory assistants have been formally trained to perform the more routine laboratory tests under supervision. They can assist in bacteriology, chemistry, hematology, parasitology, serology, blood banking, and urinalysis.

Specific tasks may include collecting blood specimens, grouping and typing blood, preparing and staining slides, microscopically examining urine, blood, and body fluids, and taking electrocardiograms and basal metabolism tests.

Emphasis is on careful technical performance and precise procedures. With dependable and properly prepared medical laboratory assistants, the medical technologists are freed to devote attention to the more highly skilled work.

PERSONAL QUALIFICATIONS

To do this job, manual dexterity is essential as is the ability to follow directions accurately. The laboratory assistant must have a cooperative and responsible attitude. Handicapped persons may find this work especially appealing, since little physical activity is required except for the use of hands and eyesight.

PREPARATION

Graduation from an accredited high school, preferably with ability and interest in science and mathematics, is required for admission to an approved school. The 12-month course of practical and technical training includes a minimum of 100 hours of classroom instruction, plus 40-44 hours per week of laboratory training. Many schools have no tuition and many offer scholarships or stipends.

Two-year junior college programs are an alternative. Those who earn an associate degree will be that much closer to completing the four-year education of a medical technologist, if they so desire.

OPPORTUNITIES*

Laboratory assistants are in demand throughout the country. Estimates indicate a need for approximately 100,000 by 1975.

SCHOOLS IN NEW JERSEY

Hackensack Hospital
Hackensack, N.J.

Perth Amboy General Hospital
Perth Amboy, N.J.

St. Francis Hospital
Trenton, N.J.

Hunterdon Medical Center
Flemington, N.J.

Riverside Hospital
Boonton, N.J.

Salem County Memorial Hospital
Salem, N.J.

Newcomb Hospital
Vineland, N.J.

St. Mary's Hospital
Orange, N.J.

Underwood Memorial Hospital
Woodbury, N.J.

Paterson General Hospital
Paterson, N.J.

For more detailed information on this career, write:

Board of Certified Laboratory Assistants
445 North Lake Shore Drive
Chicago, Illinois 60611

* See page number 76 entitled "Where to Go for More Information."



CYTOTECHNOLOGIST

NATURE OF WORK

Cancer is a disease of disordered cell growth. It is apparent with microscopic examination in its very earliest stages — soon enough to save many patients' lives.

The laboratory specialists who examine cells for signs of cancer are the cytotechnologists. By viewing slides of cell samplings under the microscope, they can recognize minute abnormalities in color, size and shape of cell substances. For example, a smear taken from the female cervix by a physician is microscopically diagnosed as positive or negative for abnormal cells. With women having this test performed once a year, the incidence of certain types of cancer is being greatly reduced.

The cytotechnologist must be able to identify many different kinds of cells, since shapes differ in many parts of the body, and there are abnormal cells which are not necessarily cancerous.

PERSONAL QUALIFICATIONS

The cytotechnologist must be willing and able to function in a rather confining environment and to do very exacting work for hours at a time without losing accuracy and patience.

PREPARATION

The applicant must complete two years of college, including 12 semester hours in biology, plus 12 months of training in one of the approved schools of cytotechnology. Many cytotechnology schools charge no tuition and offer generous scholarships. After successful examination by the Board of Registry, they are given the designation CT (ASCP)-(Cytotechnologist American Society of Clinical Pathologists).

OPPORTUNITIES*

Because research is advancing so rapidly, the modern medical laboratory is becoming increasingly compartmentalized; specialization is the trend for the future, and those with specialized training such as that of the cytotechnologist are, and will become more, in demand everywhere. Although some hospitals and most physicians' offices do not employ a cytotechnologist, there are many opportunities in the private medical laboratories and pathologists' offices to whom doctors and hospitals send their specimens to be tested.

SCHOOLS IN NEW JERSEY

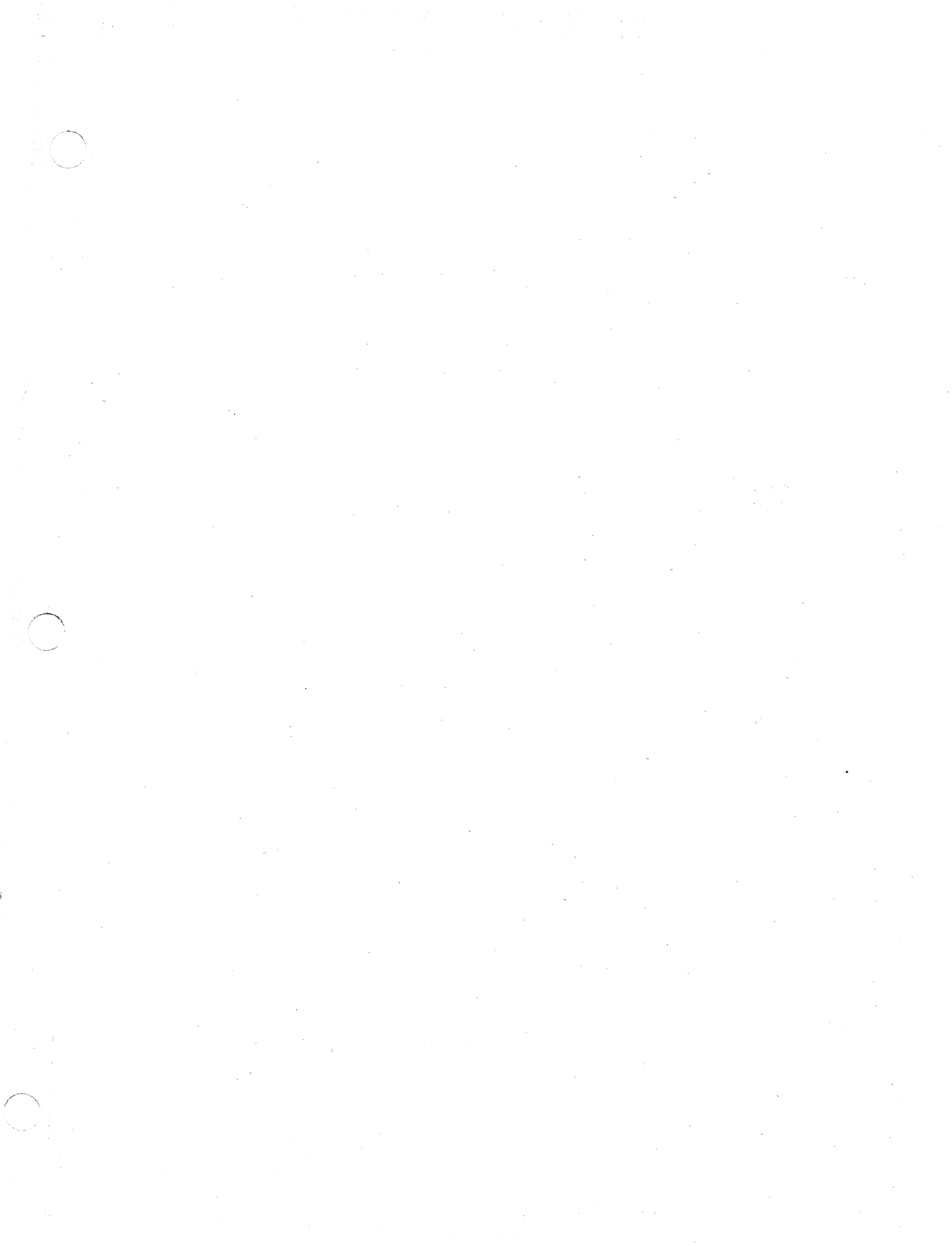
Muhlenberg Hospital
Plainfield, N.J.

Atlantic City Hospital
Atlantic City, N.J.

For more detailed information on this career, write:

American Society of Medical Technologists, Suite 1600
Hermann Professional Building
Houston, Texas 77025

* See page number 76 entitled "Where to Go for More Information."



DENTAL LABORATORY TECHNICIAN

NATURE OF WORK

A dental laboratory technician is a craftsman who has semiprofessional status and is concerned with the fabrication and repair of prosthetic restorations which replace natural teeth, tissue, or bone structure that have been lost by disease, accident, or a congenital malfunction. The dental laboratory technician has a relationship to the dentist similar to that of the pharmacist to the physician, and he is an important member of the dental health team. The technician works from a written prescription and from impressions and wax bites that are supplied by the dentist.

The dental laboratory technician reproduces a simulation of the form of the patient's mouth by pouring casts of artificial stone or other materials into impressions and mounts the resultant casts on a mechanical device called an articulator. Dental laboratory technology may be grouped into five basic categories: complete denture, partial denture, crown and bridge, ceramics, and orthodontics. There are subdivisions of these categories, and these would be governed by the specifications within the dentist's prescriptions. The average technician will specialize in one or two basic categories.

Technicians use a variety of hand tools in their daily tasks such as spatulas, carving instruments, knives, saws, tweezers, and specially designed pliers. Specialized laboratory equipment includes Bunsen burners, gas and electric furnaces, soldering and welding equipment, centrifugal casting machine, polishing and plating equipment, vacuum and vibrating machines, and dental surveyors.

Most dental technicians work in commercial laboratories. Some are employed by individual dentists or in hospitals that provide dental services. Others are employed by the Federal Government, chiefly in the Veterans Administration hospitals and clinics, and by the medical departments of the armed forces.

PERSONAL QUALIFICATIONS

Trainees for this occupation should possess good form perception to perceive pertinent details and to make visual discriminations and proportions. Special perception is needed to comprehend the relationship of figures and casts in the study of tooth forms, functions, stresses, and all phases of occlusion. Another important qualification is good color discrimination to mix and match plastic or ceramic materials to the natural color of teeth.

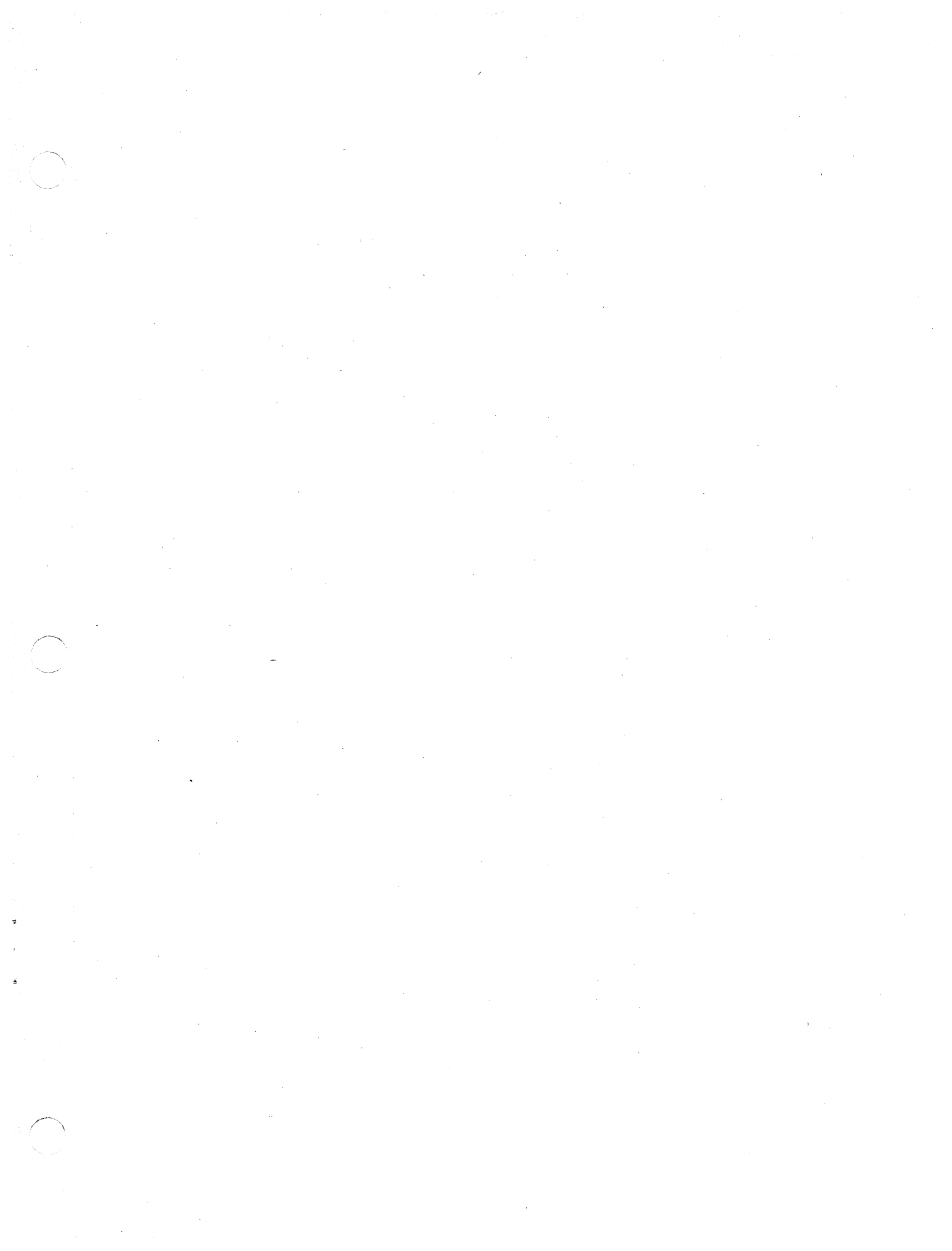
Finger and manual dexterity are required to utilize small hand tools and various power instruments such as electrical drills and lathes. The trainee is expected to exercise judgment in mixing, molding, and heating metals and plastic materials, and in the artistic evaluation of color and form.

Dental laboratory technology is light work and the technician usually is seated. This work is considered sedentary and is suitable for disabled persons who possess the required manual dexterity and a liking for detail work. Paraplegics and persons with foot or leg impairments may find this work is suitable for their abilities. Direct contact with the public and the dentist is seldom required so persons with speech and hearing defects are not barred. It is interesting to note that within the last decade, there has been a great influx of females in this field.

PREPARATION

Although no minimum formal education is needed to enter this occupation, a high school diploma is an asset with courses in the sciences, English, business and art. If possible, the student should acquire some basic knowledge of the chemistry of plastics and simple metallurgy.

Most dental laboratory technicians learn their trade through an on-the-job training program lasting approximately four years. This may be a formal apprenticeship agreement sponsored by the Bureau of Apprenticeship and Training of the U.S. Department of Labor and the Division of Vocational Education of the New Jersey Department of Education, or an informal agreement between employer and trainee. The trainee receives instruction in ceramics, metalwork and dentures. Practical training to make and repair dental products, such as dentures, crowns, bridges, and inlays also is provided.



Another way to prepare for this occupation is by attending the two-year program at a private or public technical institute or the high school course of study offered at a county vocational-technical high school.

The goal of most dental laboratory technicians is to become certified. In order to qualify for the certification examination, five years of experience is required. Time spent in supervised training in a dental laboratory school may be substituted for part of the experience.

OPPORTUNITIES*

Employment possibilities are good. This is a wide and growing field in New Jersey. Government sponsored health care programs and a continuing trend to include dental coverage in group health insurance programs also assure continued growth in dental health care.

SCHOOLS IN NEW JERSEY

Camden County Area Voc./Tech. School
P.O. Box 566
Sicklerville, New Jersey 08081

Union County Technical Institute
1776 Raritan Road
Scotch Plains, New Jersey 07076

For more detailed information on this career, write:

American Dental Association
211 East Chicago Avenue
Chicago, Illinois 60611

Herman J. Miller, C.D.T.
Executive Director
New Jersey Association of
Certified Dental Laboratories, Inc. (NJACDL)
144 Wilson Avenue
Saddle Brook, New Jersey 07662

National Association of Dental
Laboratories, Inc. (NADL)
3801 Mount Vernon Avenue
Alexandria, Virginia 22305

* See page number 76 entitled "Where to Go for More Information."



RADIOLOGIC TECHNOLOGIST (X-ray Technician)

NATURE OF WORK

The radiologic technologist, also called an X-ray technician, functions as an assistant to the radiologist and to physicians in other specializations. He/she applies roentgen rays and radioactive substances to patients for diagnostic and therapeutic purposes.

The radiologic technologist prepares and positions patients for X-ray examination, aids in administering to the patient chemical mixtures which make internal organs show up clearly on X-ray films, adjusts and operates the X-ray equipment, develops and prepares the radiographs for viewing by the physician or radiologist in charge, and keeps the films on file when they are not in use.

The technologists may need to use mobile X-ray equipment at a patient's bedside or in surgery. They may advance, with further training, into nuclear or therapy technology.

PERSONAL QUALIFICATIONS

Good health and stamina are important to persons entering this occupation. Persons who have anemia should not enter this field of work, as this condition is adversely affected by exposure to X-rays.

Radiologic technologists are on their feet most of the working day and should have the stamina to perform all of the rigorous duties. To perform effectively, it is also important to have good coordination and manual dexterity. Color and depth perception, and normal vision (correction permitted) are a necessity to read charts, identify radiographs, and set up the controls of X-ray equipment.

Radiologic technologists should have a genuine liking for people. Frequently they are under pressure and must work with patients who are seriously ill or who are the victims of accidents. They should have a pleasing personality and be gentle and tactful. Accuracy in their work is mandatory, and they must be both willing and able to follow instructions carefully.

Applicants to a school of X-ray technology must pass a physical examination and undergo reexamination periodically during their career. Some schools also require that candidates pass an aptitude test.

PREPARATION

The required training consists of two years after high school at an approved school of radiologic technology. The two-year course involves the necessary classroom studies and work experience. An alternative to this program is a four-year college education with a degree in X-ray technology.

To become a radiologic technologist (X-ray technician), the applicant must pass an examination and secure a license from the X-ray Technician Board of Examiners of the New Jersey State Department of Environmental Protection.

OPPORTUNITIES*

The demand for radiologic technologists is much greater than the number of trained personnel available. The American Society of Radiologic Technologists reports that this need will increase steadily through the mid-1970's.

HOSPITAL SCHOOLS IN NEW JERSEY

Atlantic City Hospital
Atlantic City, N.J.

Bayonne Hospital
Bayonne, N.J.

Bridgeton Hospital
Bridgeton, N.J.

Burdette Tomlin Memorial Hospital
Cape May Court House, N.J.

* See page number 76 entitled "Where to Go for More Information."



Burlington County Memorial Hospital
Mount Holly, N.J.

Cherry Hill Hospital
Cherry Hill, N.J.

Clara Maass Hospital
Belleville, N.J.

Cooper Hospital
Camden, N.J.

Englewood Hospital
Englewood, N.J.

Hackensack Hospital
Hackensack, N.J.

Helene Fuld Hospital
Trenton, N.J.

Holy Name Hospital
Teaneck, N.J.

Hunterdon Medical Center
Flemington, N.J.

Jersey City Medical Center
Jersey City, N.J.

W. James Marquis School of
Radiologic Technology
East Orange General Hospital
and United Hospitals of Newark
East Orange & Newark, N.J.

Mercer Hospital
Trenton, N.J.

Millville Hospital
Millville, N.J.

Monmouth Medical Center
Long Branch, N.J.

Morristown Memorial Hospital
Morristown, N.J.

Mountainside Hospital
Montclair, N.J.

Muhlenberg Hospital
Plainfield, N.J.

Newark Beth Israel Hospital
Newark, N.J.

Newcomb Hospital
Vineland, N.J.

Our Lady of Lourdes Hospital
Camden, N.J.

Overlook Hospital
Summit, N.J.

Pascack Valley Hospital
Westwood, N.J.

Point Pleasant Hospital
Point Pleasant, N.J.

Princeton Hospital
Princeton, N.J.

Riverview Hospital
Red Bank, N.J.

St. Elizabeth's Hospital
Elizabeth, N.J.

St. Francis Hospital
Trenton, N.J.

St. Michael's Medical Center
Newark, N.J.

Somerset Hospital
Somerville, N.J.

Valley Hospital
Ridgewood, N.J.

West Jersey Hospital
Camden, N.J.

COMMUNITY COLLEGES IN NEW JERSEY

Bergen County
Paramus, N.J.

Essex County
Newark, N.J.

Middlesex County
Edison, N.J.

Passaic County
Paterson, N.J.

For more information on this career, write:

American Society of Radiologic Technologists
537 South Main Street
Fond du Lac, Wisconsin 54935



ELECTROCARDIOGRAPH TECHNICIAN (EKG) ELECTROENCEPHALOGRAPH TECHNICIAN (EEG)

NATURE OF WORK

EKG and EEG technicians operate highly specialized equipment that helps physicians discover heart or brain disorders, and they record the progress of patients with abnormal heart or brain conditions.

The EKG technician operates the electrocardiograph, a machine that helps diagnose heart disease by monitoring the action of a patient's heart muscles. The technician places electrodes at several points on the patient's body to obtain tracings on a graph. The tracings are then interpreted by a physician qualified in cardiology.

The EEG technician uses an instrument that records brain waves. Electrodes attached to the patient's head measure impulse frequencies and differences in electrical potential between various parts of the brain. The test is performed in a shielded room to protect against outside electrical and static interference. Results of testing are interpreted by a physician with special training in electroencephalography.

The technicians in both cases must prepare the patient for the test, operate the equipment, and process the finished recordings, analyzing them for possible false readings, and writing notes about the patient's behavior during the test.

PERSONAL QUALIFICATIONS

Persons who enter either of these jobs should have the ability to handle complicated electrical equipment. They should also be able to deal sympathetically with sick people and reassure them when they are apprehensive about the test procedure.

PREPARATION

The minimum requirement is a high school diploma. Courses in the social and physical sciences are advantageous. Training for this work is provided on-the-job under the supervision of experienced personnel.

In the case of the EEG technician, a registration examination may be taken on a voluntary basis. Formalized training courses are being developed because of the complex nature of neurological disorders.

OPPORTUNITIES*

Employment is available in hospitals and in other kinds of health care installations in the State for those interested in this important work. There is little opportunity for promotion to other positions without further training. However, hospital employees usually find that if they are interested in job advancement, their employer will encourage and often sponsor their additional education. Information about current openings in specific areas may be obtained by contacting the personnel department of the hospital of your choice.

* See page number 76 entitled "Where to Go for More Information."



ORTHOPTIST

NATURE OF WORK

Orthoptists teach persons with correctable focusing defects such as crossed eyes to develop and use binocular vision (focusing of both eyes).

They measure visual acuity, focusing ability, and eye-motor movement of eyes, separately and jointly, using such equipment as telebinoculars, tachistoscopes, disparators, amblyscopes, and prisms. Orthoptists aid patients to move, focus, and coordinate both eyes to aid in visual development. They develop visual skills in eye-hand coordination, near-visual discrimination, and depth perception, using developmental glasses, and also instruct adult patients or parents of young patients in the utilization of corrective methods at home.

PERSONAL QUALIFICATIONS

Since much of the orthoptist's work is done with children, he/she must be able to win the confidence and cooperation of youngsters and their parents. A patient, understanding personality is a necessity, and general good health and good appearance are usually required. Since orthoptic training does require technical competence, a grasp of science, particularly biology, physics, and anatomy provides a useful background for the study of orthoptics.

An orthoptist usually works for one or more ophthalmologists in an office, hospital, or medical school. Some orthoptists teach or do research in the field of orthoptics.

PREPARATION

The basic requirements for entering this profession include the completion of two years of college work (or the equivalency thereof as approved by the Orthoptic Commission; the State Board of Medical Examiners), a course of orthoptics of not less than 15 months at an approved college or institution, and 6 months of clinical training. Orthoptists who meet these requirements must secure a license from the State Board which is renewed annually.

A certificate of proficiency is issued by the American Orthoptic Council to eligible students who successfully pass an examination. There is no legal requirement to obtain such certification but membership is highly regarded in this profession.

OPPORTUNITIES*

According to the American Orthoptic Council there are "at present many more positions available than orthoptists to fill them. Existing facilities for training orthoptists are limited, and ordinarily less than 50 are trained each year. Positions in all parts of the country are waiting to be filled."

SCHOOLS IN NEW JERSEY OFFERING PRECEPTORSHIP IN ORTHOPTICS

United Hospital of Newark
Eye and Ear Infirmary
77 Central Avenue
Newark, New Jersey 07102

For more detailed information on this career, write:

American Orthoptic Council
3400 Massachusetts Avenue, N.W.
Washington, D.C. 20007

* See page number 76 entitled "Where to Go for More Information."



OPTICIAN

NATURE OF WORK

Dispensing opticians and optical technicians make and fit eyeglasses prescribed by eye physicians and optometrists to correct defective vision. Optical technicians who are employed in the bench room grind and polish lenses to the specifications of prescriptions and assemble lenses in frames. Dispensing opticians who usually work in a retail establishment then fit and adjust the finished glasses to the customer's facial features. They make certain that the glasses follow the prescription and fit the customer properly.

Opticians may work as proprietors of their own retail businesses or may be dispensers employed by shops, physicians and optometrists, hospitals, government, and industry. Optical technicians are employed by wholesale optical laboratories or manufacturers, and also by retail shops, physicians and optometrists.

PERSONAL QUALIFICATIONS

Employers usually require that beginners have a high school education. Helpful high school courses include algebra, geometry, physics, and mechanical drawing.

Since opticians must do precise and accurate handwork, they need considerable manual dexterity and sharp vision including good perception of depth and color. An aptitude for mathematics is important. Patience, ability to follow blueprints or sketches, and skill in the use of tools and instruments are other needed qualifications.

They should be able to follow written and oral instructions and have the ability to learn the proper operation and care of precision machinery and tools.

PREPARATION

The New Jersey State Board of Ophthalmic Dispensers and Ophthalmic Technicians requires separate examinations and licensing for optical technicians and dispensing opticians.

The State Board requires candidates for the occupation of optical technician to be at least 18 years old, work in an apprenticeship program for two years, and pass a State examination. Qualifications for the occupation of dispensing optician require the applicant to be at least 21 years of age, work in an apprenticeship program for four years, and then pass the State examination.

OPPORTUNITIES*

Optical technicians can become supervisors, foremen, and managers or, with additional training, dispensing opticians. There are opportunities for workers in both occupations to go into business for themselves, especially for those having all-round training in both shop and dispensing work.

Dispensing opticians also may become managers of retail optical stores. Some dispensing opticians may also become salesmen for wholesale optical goods companies or for manufacturers of conventional eyeglasses.

SCHOOLS IN NEW JERSEY

Camden County College
P.O. Box 200
Blackwood, New Jersey 08012

For more detailed information on this career, write:

Guild of Prescription Opticians of America, Inc.
1250 Connecticut Avenue, N.W.
Washington, D.C. 20036

Mr. Robert Kubick, President
Society of Dispensing Opticians
172 Main Street
Orange, New Jersey 07050

* See page number 76 entitled "Where to Go for More Information."



DIETITIAN NUTRITIONIST FOOD SERVICE SUPERVISOR

NATURE OF WORK

The health of people is influenced by their food habits. Regardless of age, nutrition plays a major role in their well-being. Impressive advances in nutrition have provided a solid foundation for the work of dietitians and nutritionists. Their application of the sciences of foods and nutrition in teaching individuals, has assisted hundreds of thousands toward better health.

Dietitians and nutritionists represent DIETETICS, a profession in the health field which focuses on nutrition. Basic education for the profession of dietetics is achieved through a planned college curriculum leading to a bachelor's degree; this is followed by completion of a dietetic internship approved by the American Dietetic Association.

DIETITIAN

Dietitians are proficient in the art of feeding individuals and groups. They excel in the sciences of nutrition and food management. More than one-half of all dietitians are employed in hospitals. The organization of the department of dietetics is under the direction of an experienced dietitian. Dietitians, who are specialists in food administration, therapeutic nutrition, education, and research assist the director in fulfilling the objectives of the department.

Administrative dietitians are responsible for all aspects of food service in hospitals for patients and personnel, hotels and restaurants, colleges and universities, school systems, and commercial and industrial organizations. The principles of nutrition and management are applied in menu planning, and in the purchase, preparation, and service of food. Other responsibilities involve establishing standards for quality food service, conducting in-service education, supervising personnel, and controlling costs.

Therapeutic dietitians, as members of the medical team, provide nutritional care to patients. An important phase of this work includes interpreting dietary recommendations, and adapting these to the food pattern of patients, taking into account their income, cultural background, and living conditions. Therapeutic dietitians may also counsel groups and individuals about foods and essentials of nutrition in outpatient clinics.

Many teaching dietitians coordinate dietetic educational programs within medical centers, or serve on university faculties. Programs in nutrition and diet therapy are conducted for dietetic, medical, and dental interns, medical residents, nursing students, and other personnel. In universities they teach nutrition, food, and institutional management courses and may conduct research in all these areas. As highly qualified persons with graduate degrees, they are versed on all specialties within the profession.

NUTRITIONIST

Nutritionists are proficient in organizing, planning, and conducting programs concerning nutrition to assist in promotion of health and control of disease. They instruct auxiliary medical personnel and allied professional workers on food values and utilization of foods by the human body.

Through consultation with physicians, social workers, public health nurses, dental hygienists, and similar professional groups, families, and individuals, the nutritionist can assist in solving problems relating to foods and nutrition. Nutritionists also take part in community surveys and studies relating to the food customs and needs of groups who have special problems.

PERSONAL QUALIFICATIONS

To become a dietitian or nutritionist, beginners should have a sincere interest in human welfare. They must be highly interested in food and have a strong aptitude for the sciences.



PREPARATION

Dietetics requires four years of college leading to a Bachelor of Science degree in dietetics, foods and nutrition, or institutional management.

The graduate then enters a year of dietetic internship in an approved hospital or other organization.

OPPORTUNITIES*

Opportunities for these professionals are expected to be excellent through the 1970's. Hospitals are already short of dietitians and new and expanding hospitals will increase the demand. Public health agencies offer numerous careers for qualified nutritionists.

Many opportunities also exist in the food service departments of nursing homes, colleges, universities, and other schools; in the armed forces and governmental and voluntary agencies, and as editors of food columns in newspapers and magazines.

COLLEGES OFFERING B.S. IN DIETETICS AND NUTRITION

College of St. Elizabeth
Convent Station, New Jersey

Douglass College
New Brunswick, New Jersey

COLLEGES OFFERING B.S. IN HOME ECONOMICS

Montclair State Teachers College
Montclair, New Jersey

COLLEGES OFFERING MASTERS DEGREES

Rutgers University
New Brunswick, New Jersey

For additional information write:

The American Dietetic Association
620 North Michigan Avenue
Chicago, Illinois 60611

FOOD SERVICE SUPERVISOR

The food service supervisor's position has been created during the last 18 years when the shortage of professionally qualified dietitians became more and more acute, and the need arose for them to delegate nonprofessional duties to a skilled technical worker.

In larger institutions, the position of food service supervisor encompasses specializations, such as administration or patient food service. In smaller institutions, usually less than 100 beds, their title is usually cook-manager. They are responsible for the daily overall operation of food service and are usually directly responsible to the administrator. The supervisors are professionally assisted by a consulting or part-time dietitian.

Specific duties of a service supervisor include: orienting, training, supervising, and evaluating personnel; instructing employees in use, care and maintenance of equipment; preparing work and time schedules; supervising sanitation and housekeeping; assisting in ordering food supplies; receiving deliveries; supervising activities of work areas; writing modified menus according to patterns established by the dietitian; and contacting patients who are receiving routine diets.

* See page number 76 entitled "Where to Go for More Information."



PERSONAL QUALIFICATIONS

They should have a desire to serve and direct people and should get along with all types of people, both sick and well.

PREPARATION

High school diploma or equivalent is required for the one-year training courses. Food service experience is very desirable.

OPPORTUNITIES*

There is a great demand for food service supervisors to assist dietitians in large hospitals. There are also many opportunities in nursing homes and other institutions.

SCHOOLS OFFERING A FOOD SERVICE SUPERVISION PROGRAM

Middlesex County College
Edison, New Jersey

For additional information write:

The Hospital, Institution, and Educational
Food Service Society
620 North Michigan Avenue
Chicago, Illinois

* See page number 76 entitled "Where to Go for More Information."



PUBLIC HEALTH NURSE

NATURE OF WORK

The public health nurse works with individuals, families, and groups in the community. They are usually employed by either tax-supported organizations, such as a local health department, or by voluntary service agencies. They provide health care and health counseling and guidance in homes, schools, public health centers, and elsewhere.

The duties of a public health staff nurse include helping families secure medical or other needed care, giving professional nursing care under medical direction, evaluating home, school or community environments for factors that may influence health, consulting with other professional personnel about health problems they encounter, planning with a patient and with other agencies for continuing care in hospitals, clinics, schools, industry, or at home. Other duties include preparing and using records, reports and statistical information for appraisal, and representing the agency in professional organizations.

Above the staff nurse is the supervisor who provides leadership by evaluating nursing performance of the staff, cooperating in program planning, and carrying responsibility for maintaining standards of nursing services.

They may also become consultants or administrators. These are positions which entail determining broad objectives and procedures for programs of various kinds, the preparation of literature and educational materials, the participation in special studies and responsibility for implementing policies; also providing professional direction for the staff, preparation of budgets, and the like.

PERSONAL QUALIFICATIONS

Students who enter public health nursing should have a broad range of talents and interests which will prepare them for the variety of situations and demands they will encounter in their work.

PREPARATION

The public health nurse is a registered nurse with a baccalaureate level education from a collegiate school of nursing accredited by the National League for Nursing. The four-year course will consist of general education, basic education in nursing, and specific courses in public health nursing and public health. Many go on to graduate education and study public health nursing, public health sciences, or specialized areas in which the public health nurse functions.

OPPORTUNITIES*

The need for public health nurses remains great. The rapidly increasing needs of citizens of all ages, particularly children and older persons, and the increased interest in preventive medicine and rehabilitation of the handicapped place a great demand on communities for public health nursing services.

* See page number 76 entitled "Where to Go for More Information."



PUBLIC HEALTH SANITARIAN

NATURE OF WORK

The public health sanitarian applies technical knowledge to solve problems of sanitation in a community. This involves developing and implementing methods to control those factors in the environment which affect mankind's health and safety.

The sanitarians, working under the direction of a health officer or administrator, carry out a variety of duties of an investigational and educational nature. They interpret and enforce public health laws and regulations, and are in close daily contact with dairy farmers, milk and food plant operators, and proprietors of all types of retail food service establishments. Their work requires investigations of domestic water supplies, sewage disposal facilities, and the disposal of other community wastes. The sanitarian is concerned with insect and rodent control and with sanitary conditions at hotels, motels, trailer parks, resorts, recreational camps, swimming pools, and bathing areas. Schools and institutions may be routinely inspected.

As members of a public health team, they may assist in investigations of epidemic prevention and control, conducting of surveys, analysis of data, determination of sanitation problems including civil defense planning and emergency disaster aid, education of the public in regard to such problems, and the development of programs for solving them. These are only some of the services which a sanitarian is trained to supply.

PERSONAL QUALIFICATIONS

To be effective in this type of work, an individual must have the tactful nature required of one who meets the public. Arbitrariness and officiousness are not conducive to a successful working relationship with those who are subject to regulation and supervision. The sanitarian must combine technical ability with a pleasant personality. He/she should also be able to initiate and plan such efforts as educational programs.

PREPARATION

The minimum amount of education necessary is a bachelor of science degree. The major could be in one of the physical or biological sciences, dairy science, sanitary science, or public health. An ideal four-year curriculum includes a variety of liberal arts and sciences, and a concentration in the last two years upon courses such as bacteriology, parasitology, communicable disease control, public health administration, and laws on sanitation and prevention of pollution. Many public health sanitarians go on to master's degree study.

OPPORTUNITIES*

Sanitarians are employed by Federal, State, municipal, and county health departments. They are engaged in increasing numbers in the food and dairy industry as sanitation supervisors and in quality control positions. They serve as teachers in colleges and conduct personnel training programs in state and local health departments. The American Public Health Association suggest five classifications for the public health sanitarian, ranging from the lowest with a bachelor's degree and no experience, to the highest with a master's degree and six years' experience. Analysis of the applicant's training will determine the position for which he is qualified. The demand is excellent for persons trained in this field, and the shortage is expected to continue as public health problems, such as pollution, multiply.

For more information on this career, write:

National Association of Sanitarians
1550 Lincoln Street
Denver, Colorado 80203

* See page number 76 entitled "Where to Go for More Information."



SOCIAL WORKER

NATURE OF WORK

Social work is concerned with unmet or unsatisfied human and social needs. Those who enter the field can work in a variety of settings doing the type of social work for which they are best suited.

For those who prefer personal contact, there is casework, which focuses on the individual. By listening to an individual and carefully building a relationship with him, the social worker assesses the person's problems and strengths and determines the nature of help that should be offered. He/she can try to bring about modifications of the environment or encourage the individual to understand and change his own behavior.

Social workers also deal with groups. For example, they may gain the confidence of the members of a street gang, and turn them from violence to constructive activity. An entire community can also be the focus. Social workers may aid a community in identifying and combating health and welfare problems through social planning and action. Social research, teaching, and administration are other areas toward which one may work.

The goal is the same in every aspect—to use the knowledge of individual behavior, group dynamics, community structure, and political processes to promote human health and happiness.

Directly related to the health of the individual is psychiatric and medical social work. Psychiatric social work concentrating on helping people who are emotionally disturbed or mentally ill, in hospitals, child guidance clinics, residential centers for disturbed children, juvenile and family courts, and community mental health clinics.

Medical social workers assist patients and their families in solving the personal difficulties that result from illness and disability. They cooperate with other members of the health care team to help the patient make maximum use of his potentialities. They work in hospitals, clinics, health centers, public health and welfare departments, and rehabilitation centers.

PERSONAL QUALIFICATIONS

All social workers must have a sincere concern for people, irrespective of economic status, race or creed. They need keen insight and great adaptability, as well as the capability to succeed in college and graduate study.

PREPARATION

A well-rounded undergraduate program of study in liberal arts, emphasizing the humanities and social sciences, is the first prerequisite for social work. Graduate study consisting of a two-year master's degree program is then necessary for most careers in the field. The program includes class and field instruction, and often the completion of a master's thesis or a professional research project. By working in this field and providing social services while in school, the student learns to apply and test social work principles, values, and methods, and also gains the self-awareness necessary for professional competence.

There are more than 65 graduate schools of social work in the United States and Canada. Four out of every five graduate students receive some form of financial assistance. Often, graduate students are sponsored by an agency that employed them before they began graduate study.



OPPORTUNITIES*

With the introduction of Medicare and the establishment and expansion of many kinds of antipoverty and social service programs in recent years, the opportunities for social workers are expected to be excellent through the 1970's. Challenging positions are open in all phases of social work, and opportunities for advancement are excellent.

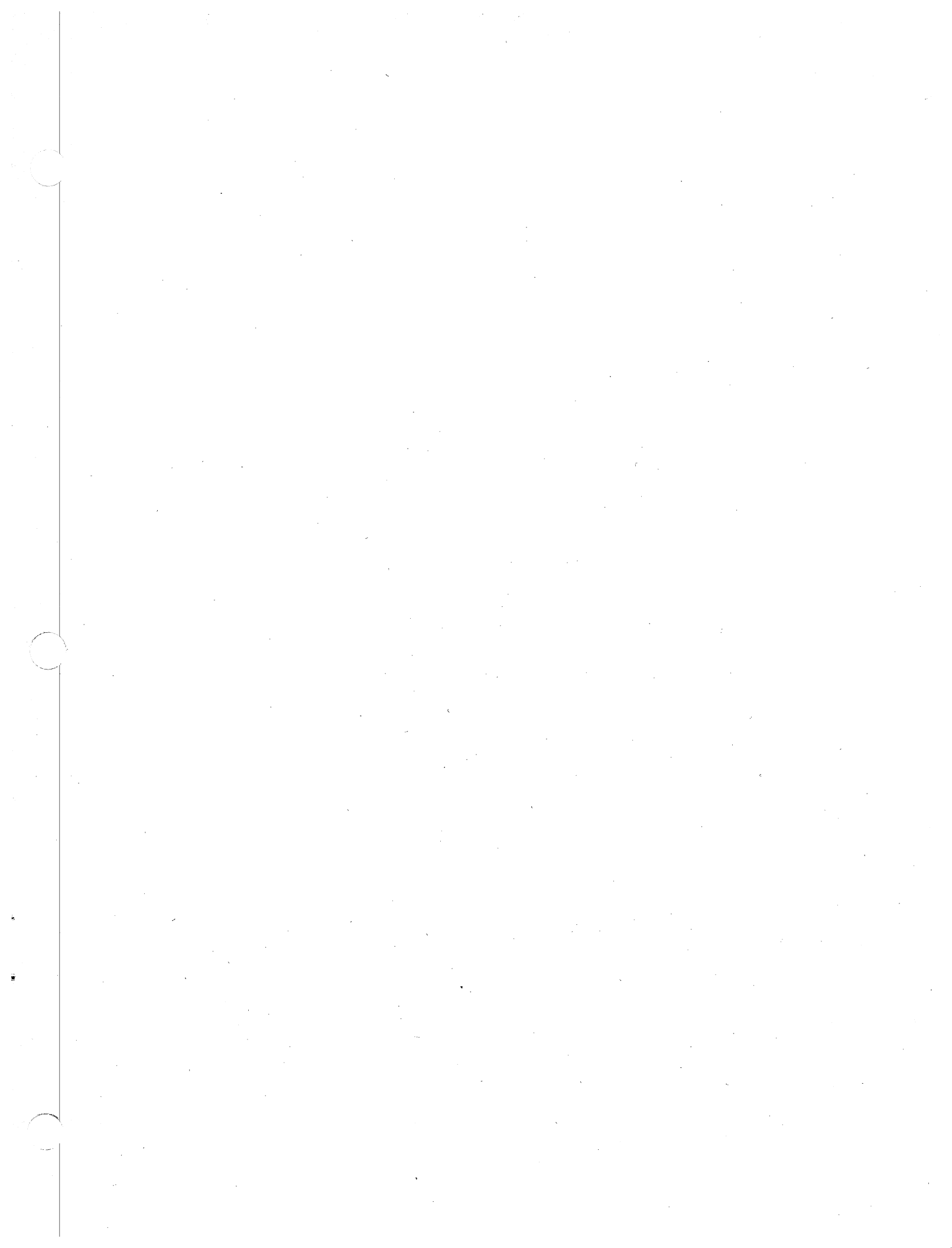
SCHOOLS IN NEW JERSEY

Rutgers — The State University
New Brunswick, New Jersey

For more information on this career, write:

National Commission for Social Work Careers
2 Park Avenue
New York, New York 10016

* See page number 76 entitled "Where to Go for More Information."



MEDICAL RECORD ADMINISTRATOR MEDICAL RECORD TECHNICIAN

NATURE OF WORK

The medical record administrator is a professionally educated person who is responsible for the patients' histories filed in a hospital or other health care institution.

The duties and extent of responsibility designated to this individual depend to a great extent upon the size and type of employing institution. In large hospitals, chief medical record administrators supervise other medical record librarians, medical record technicians, and clerical workers. They usually represent their department at hospital staff meetings and may be called to testify in court actions involving medical records.

In small hospitals, they may be the only employee in the medical record department and may perform clerical as well as professional duties. Wherever they work, it is their responsibility to facilitate the flow of health information to all departments, and to maintain a record system capable of making any record available upon a moment's notice.

The daily operations of the department may be handled by a person with less training, the medical record technician. The technicians review medical records for completeness and accuracy, see that all pieces of information on a patient are arranged properly in the case history, and translate the names of diseases and surgical procedures into coding symbols.

They file and microfilm records, compile different kinds of statistics and data for the medical staff and others, type medical reports, and pull charts upon request.

The preparation and preservation of health records is important not only to the daily functioning of a hospital but for research, insurance claims, legal actions, evaluation of treatment and medications prescribed, and for instructions in the training of medical, nursing, and other personnel. The medical information is also useful in planning community health centers and programs.

PERSONAL QUALIFICATIONS

Medical record administrators will need scholastic ability for the higher education required to qualify for this occupation. They must be good organizers and analysts of procedures, and must be able to work well with people.

Medical record technicians must have clerical ability and an aptitude for scientific terminology.

Both occupations require a person who can handle highly personal information with discretion.

PREPARATION

The requirements to become a registered record administrator (RRA) are:

1. To complete a four-year college course leading to a baccalaureate degree in medical library science,

or,

To first complete two years of academic study in a college of liberal arts and science approved by a recognized accrediting agency, or graduate from an accredited school of nursing, and then take a one-year approved hospital course in medical record science, and

2. To pass the registration examination of the American Medical Record Association (AMRA).

The requirements to become an accredited record technician (ART) are:

1. To complete one year of education in an approved school for ART's.

or,

To complete the AMRA correspondence course for Medical Record Personnel while employed in a hospital medical record department,

or,

To complete a two-year junior college course in medical record technology, and
2. To pass the accreditation examination of the AMRA.

OPPORTUNITIES*

The AMRA reports that the demand for professional medical record librarians is expected to exceed the supply for the next several years. The same situation exists for the technicians, and replacement needs will remain excellent as young married women leave the field to raise their children.

SCHOOLS

There are no programs to prepare medical record administrators in New Jersey. The closest programs are:

Mount Mercy College
Pittsburgh, Pennsylvania
Northeastern University
Boston, Massachusetts

There are no programs to prepare medical record technicians in New Jersey. The closest programs are:

St. Joseph Hospital
Lowell, Massachusetts
Marymount Hospital
Cleveland, Ohio

For more information on this career, write:

American Association of Medical Record Librarians
211 East Chicago Avenue
Chicago, Illinois 60611

* See page number 76 entitled "Where to Go for More Information."



MEDICAL SECRETARY

NATURE OF WORK

Medical secretaries are trained to handle basic secretarial tasks, such as taking a doctor's telephone calls, making appointments, handling mail, taking dictation, and typing letters and medical reports. They are also trained to recognize medical terms and understand what they mean.

Duties will vary depending upon the kind of institution in which they work. In smaller doctors' offices they may be required to handle the bookkeeping, preparation of medical insurance forms, and medical records, as well as acting as a receptionist. In a hospital they may be a private secretary to a department head or work in the medical record department. They may also work in medical schools, medical laboratories, and research institutions.

PERSONAL QUALIFICATIONS

Medical secretaries are expected to be efficient and versatile. They must be able to comprehend scientific terminology and know how to handle confidential medical information with discretion.

PREPARATION

To become a medical secretary, the candidate may enroll in a formal training course which may be from 9 to 18 months long. These courses are offered through the junior colleges and vocational-technical high schools.

OPPORTUNITIES

As the demand for health care increases, the need for trained and competent people to help relieve the doctor is becoming greater. Employers in New Jersey report a need for medical secretaries to fill new jobs and to replace those who retire or stop working for other reasons. Many young women are employed for only a few years and then leave because of family obligations.

SCHOOLS IN NEW JERSEY

A course of study in medical secretarial science leading to an Associate in Applied Science degree is offered by:

Atlantic Community College
Mays Landing, New Jersey

Centenary College for Women
Hackettstown, New Jersey

Essex County College
Newark, New Jersey

Gloucester County College
Sewell R.D., New Jersey

Other schools include:

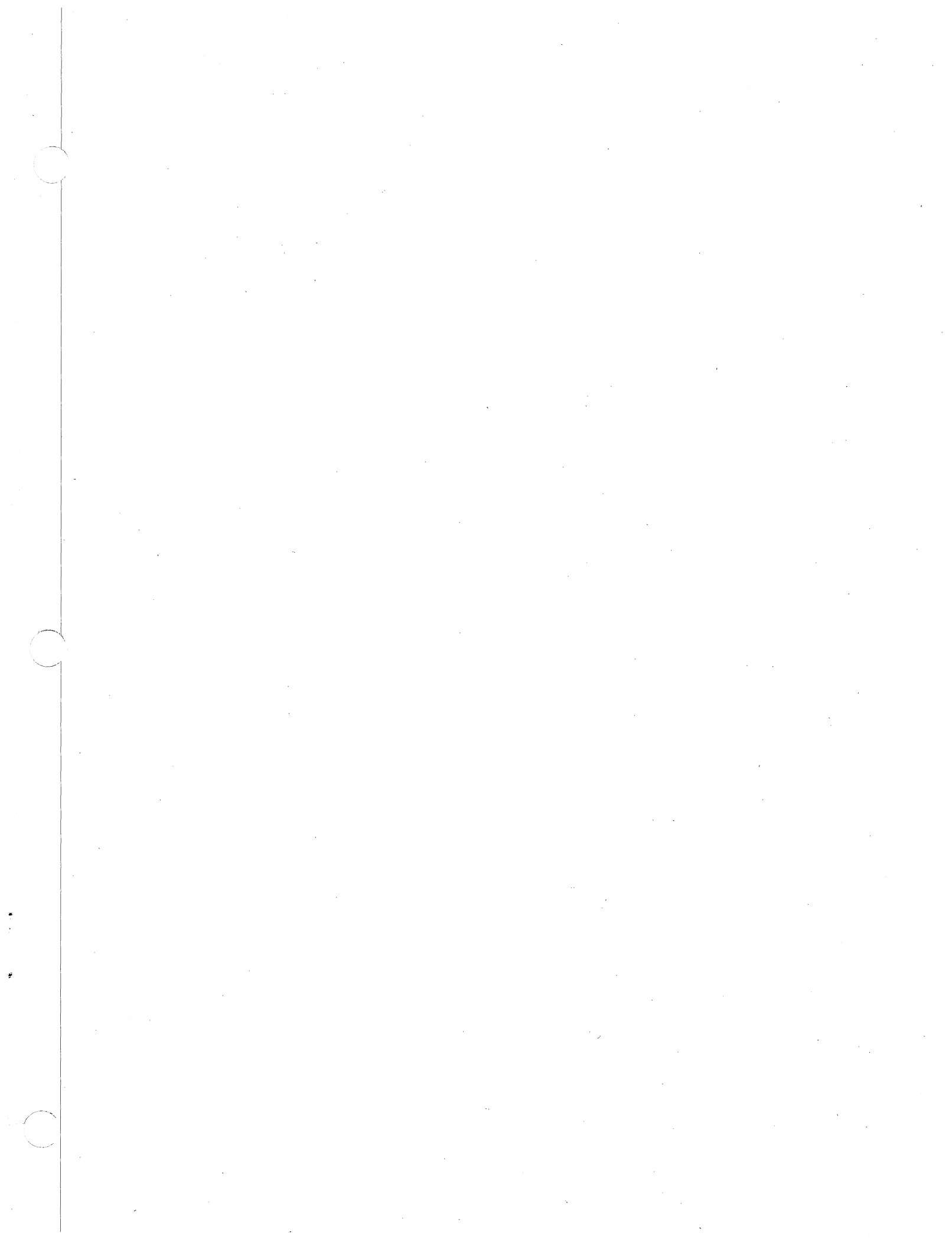
Manpower Development and
Training Act (MDTA)
Newark, New Jersey

Salem County Technical Institute
Penns Grove, New Jersey

For more information on this career, write:

American Registry of Medical Assistants
and Medical Secretaries
P.O. Box 601
Enid, Oklahoma 73701

* See page number 76 entitled "Where to Go for More Information."



MEDICAL ILLUSTRATOR

NATURE OF WORK

Medical education today makes increasing use of the artist's talents to reach broad and varied audiences through publications, television, lectures, and exhibit techniques. To meet the exacting requirements of each of these communication methods, the medical illustrator uses a wide variety of visual media such as drawing, painting, sculpture, or photography. The illustrations may be realistic or diagrammatic.

Some illustrators specialize in one medium while others use several. Sometimes illustrators focus their interest within one of the medical specialties such as ophthalmology, neurosurgery, urology or gynecology.

In some instances the artist works as a member of a research team, not only to provide illustrations but to assist with the research problem. Often the illustrator's skills are used for making artificial body parts (prosthesis), for instance, eyes, hands, and ears where cosmetic or functional improvement is required.

Regardless of medium, the ability to convey information clearly and effectively is possible only when the illustrator is thoroughly familiar with the subject matter and also possesses imagination and technical ability acquired through adequate art training.

PERSONAL QUALIFICATIONS

Prospective medical illustrators must have a keen interest in nature and science, talent for drawing and ability to observe accurately. They must be willing and able to develop their skills through intense study in the principles of art and in many fields of premedical education.

EDUCATIONAL PREPARATION

In a department of medical illustration at a college or university, the student may study for a degree or for a certificate. The required courses, which include both art and anatomy, will take a minimum of 20 months to complete.

OPPORTUNITIES*

Medical illustrators are usually employed in medical centers which conduct teaching and research programs, or in advertising firms, laboratories and schools. Some work with authors and publishers of medical literature. Others manage their activities on a free-lance basis.

SCHOOLS

There are no schools for medical illustration in New Jersey. For information on schools in other parts of the country, the applicant should write:

Association of Medical Illustrators
University of Nebraska College of Medicine
42nd and Dewey Avenue
Omaha, Nebraska 68105

* See page number 76 entitled "Where to Go for More Information."

UNIT MANAGER (WARD CLERK)

NATURE OF WORK

Unit managers relieve hospital nurses of many clerical and miscellaneous tasks by managing the daily operation of a particular floor or station.

The position may be designated as ward clerk, ward manager, ward secretary, floor secretary, station clerk, unit manager, or something similar, depending upon the institution. The use of the word "ward" is generally being dropped in favor of other terms.

Duties may include sorting and delivering mail, parcels and flowers that come to the floor, answering telephones and relaying messages, assembling charts and recording routine information, making out diet lists for the kitchen, requisitioning supplies and services of other hospital departments, handling employee time slips and schedules, assisting visitors, keeping track of supplies, keeping the station neat and organized, answering patients' signals if a nurse is not present, and complying with their requests when it is a non-nursing matter.

The unit manager is usually held responsible for the accuracy and completeness of records, for expediting the delivery of messages, and for the prompt reporting of needed repairs or services. In some hospitals they will have greater administrative responsibility than in others.

PERSONAL QUALIFICATIONS

Unit managers must be able to exercise tact and discretion in matters relating to patients and their problems. They cannot be absent-minded, as they are relied upon to be aware of many kinds of details. They must not close their mind to the supervision of their work by the nurses, nor a certain amount of routine.

PREPARATION

As a rule, the only requirement to qualify for this job is a good high school record and adequate typing skills. Proficiency in spelling and English is essential. Those who are accepted for the position, will receive several weeks of on-the-job training at a hospital.

OPPORTUNITIES*

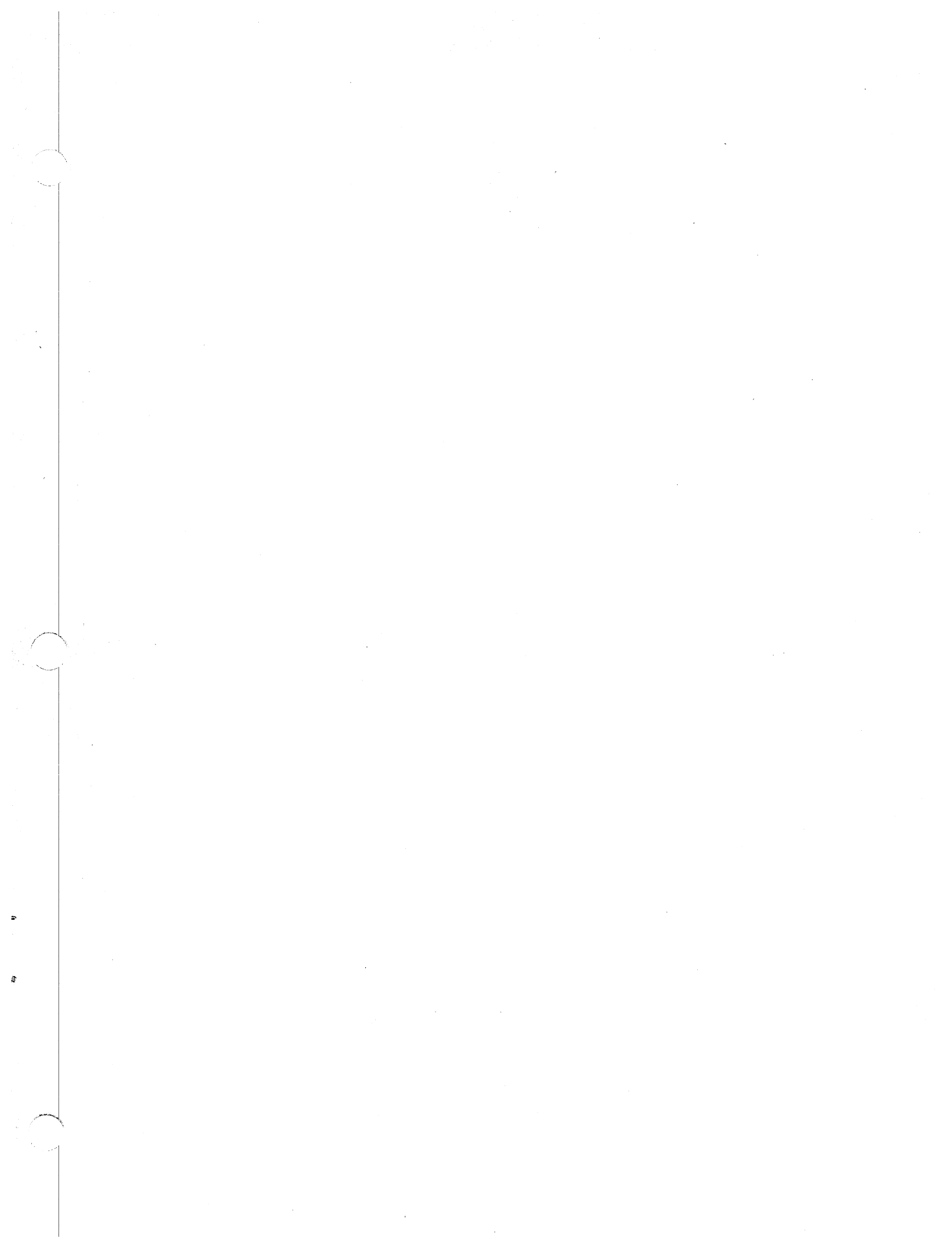
Employment possibilities are good. Contact the personnel department of the hospital of your choice about openings.

For more information on this career, write:

Essex County College
Division of Allied Health
Newark, New Jersey

* See page number 76 entitled "Where to Go for More Information."

WAGES



**SELECTED HEALTH CAREERS
WAGE DATA BY OCCUPATION**

INCOME RANGE

<u>Titles of Health Careers</u>	<u>Annually</u>		<u>Monthly</u>		<u>Hourly</u>		<u>Date of Survey</u>
	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Minimum</u>	<u>Maximum</u>	
Admitting Officer			\$475	\$1,140			(3)
Audiologist			720	1,450			(3)
Certified (Medical) Laboratory Assistant			370	530			(3)
Chief Engineer			575	1,800			(3)
Cytotechnologist			433	866			(3)
Dental Assistant					\$2.10	\$3.65	(2)
Dental Hygienist	\$6,500	\$7,800					(1)
Dental Laboratory Technician					3.25	7.50	(2)
Dentist	15,000	25,000					(1)
Dietitian (ADA)			580	1,750			(3)
Electrocardiograph Technician			350	770			(3)
Electroencephalograph Technical			433	830			(3)
Executive Housekeeper			500	1,250			(3)
Food Service Supervisor (Director of Dietary)			433	870			(3)
Homemaker/Home Health Aide					1.75	2.50	(3)
Hospital Accountant			575	2,300			(3)
Hospital Administrator	12,500	45,000					(3)
Inhalation Therapy Technician			407	914			(3)
Medical Assistant					2.55	3.95	(2)
Medical Illustrator			500 +				(1)
Medical Record Administrator			550	1,330			(3)
Medical Record Technician			330	425			(1)
Medical Secretary			350	770			(3)
Medical Technologist (ASCP)			433	1,100			(3)
Nurse Aide/Orderly			300	670			(3)
Nurse Anesthetist			780	1,385			(3)
Nurse, Licensed Practical			433	780			(3)
Nurse, Registered			600	1,020			(3)
Nutritionist			580	1,750			(3)
Occupational Therapist			715	1,000			(3)
Ophthalmologist			N/A*				
Optician			N/A*				
Optometrist		N/A*					
Orthoptist			N/A*				
Pharmacist			950	1,650			(3)
Physical Therapist			N/A*				
Physician	20,000 +						(1)
Podiatrist			N/A*				
Prosthetist/Orthotist					4.05	6.75 +	(2)
Psychiatric Technician Aide					1.75	2.50	(3)
Psychologist	7,000	20,000					(1)
Public Health Nurse			500	585			(1)
Public Health Sanitarian			560	815			(1)
Radiologic Technologist (Registered)			715	1,500			(3)
Social Worker			450	1,560			(3)
Speech Pathologist (Therapist)			715	1,410			(3)
Surgical Technician Aide					2.25	3.00	(3)
Unit Manager (Ward Clerk)			320	655			(3)

(1) August 1971, New Jersey Hospital Association, Statewide Average of Private Practice and Hospitals.

(2) January 1972, New Jersey Division of Planning and Research.

(3) August 1972, New Jersey Hospital Association, Statewide Average of Private Practice and Hospitals.

* N/A Not Available.



FRINGE BENEFITS

Fringe benefits vary according to the type of institution the employee works for; such as government, voluntary hospitals, proprietary hospitals, or private practice.

Benefits in most health occupations usually include paid holidays, vacations, and sick leave. Many workers are covered by hospitalization, medical-surgical, major medical, life insurance, and pension plans. Costs of retirement and insurance programs may be paid by the employer or the employee may share the costs. In addition, many are covered by the social security, unemployment, and temporary disability insurance programs. Other benefits may include full pay for temporary absence for jury duty and military reserve duty.

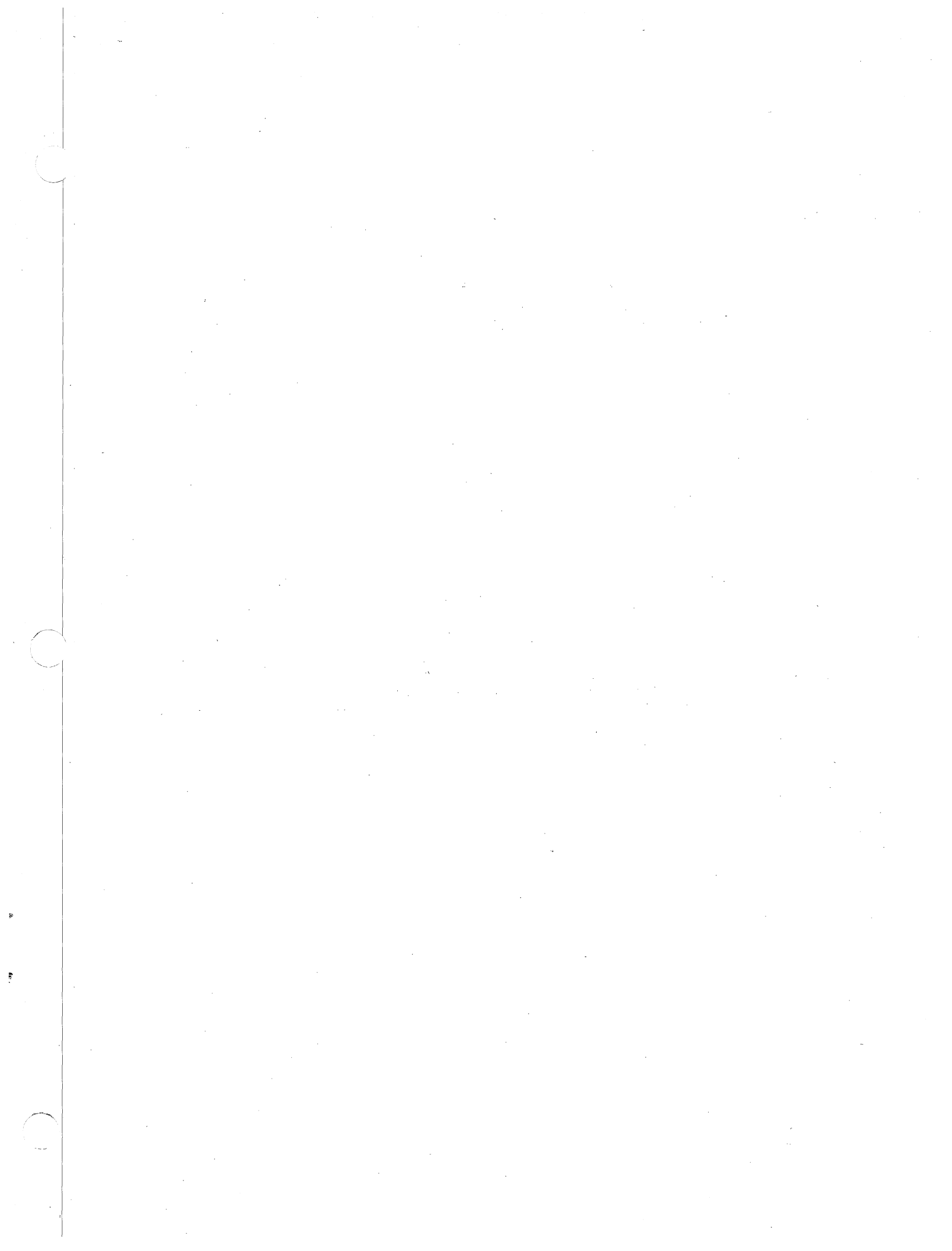
When required to work more than the regularly scheduled number of hours a week or hours a day, the rate paid is usually 1½ times the hourly rate. Workers in some health services may be required to work night shifts and on weekends and holidays.

Some hospitals provide free laundering of uniforms; less frequently meals and uniforms are furnished without charge. In a few institutions free lodging may be provided.

FINANCIAL AID FOR EDUCATION

If your source of educational funds is not fully adequate, inquire about student loans and scholarships. It is also helpful for the student to prepare an expense budget to estimate total educational expenses. Such a written budget will help others help you. The budget should include institutional expenses and your personal living expenses. Inquire about the availability of employment opportunities for you and your wife — if married — at the school or in the community. Some hospital training schools pay a stipend to students after a qualifying period in some fields, to help defray educational costs.

Veterans may be eligible for educational benefits under the Veterans' Bill of Rights. Applications should be made to the Veterans Administration for approval to obtain payment for approved training courses.



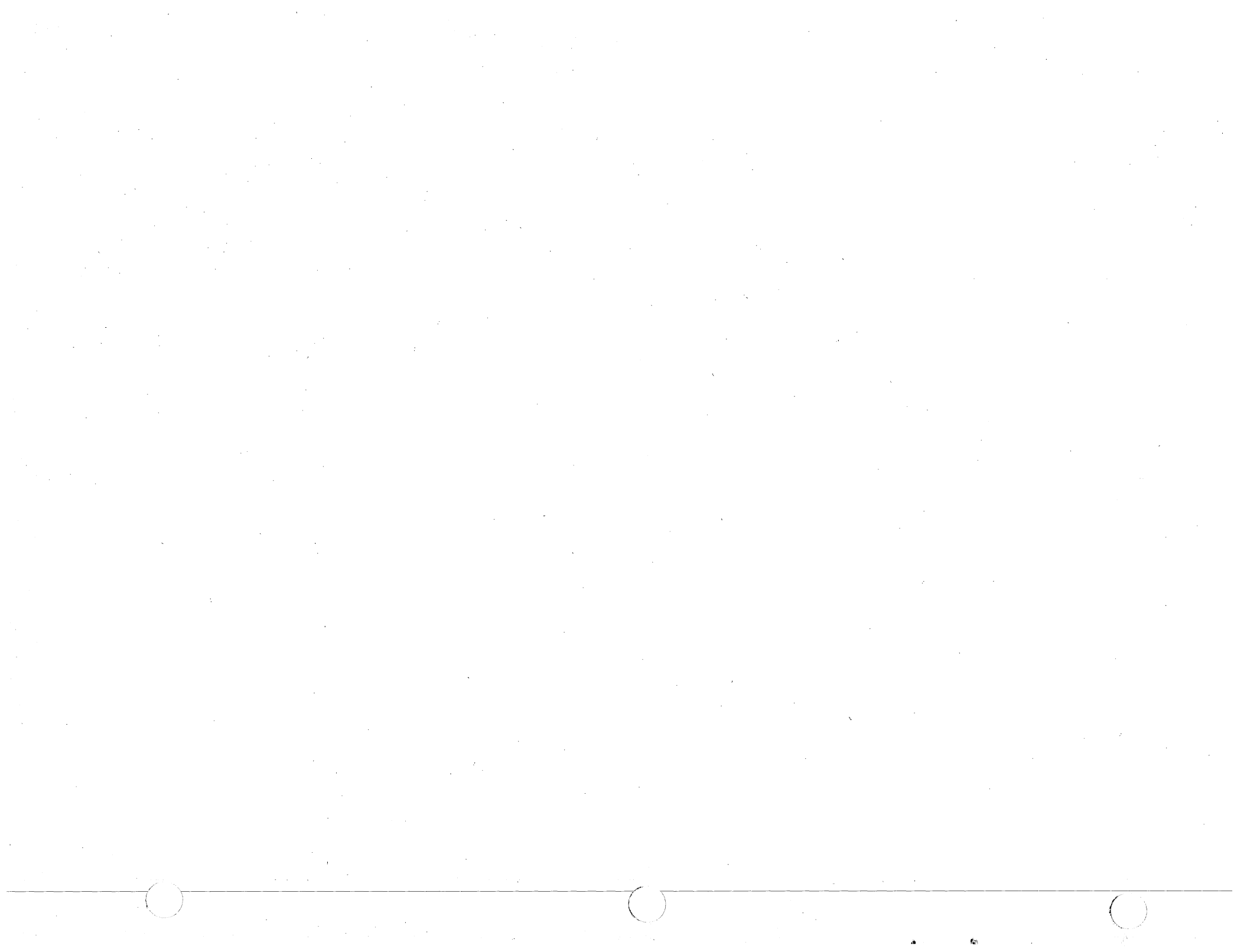
CAREERS IN GOVERNMENT

The New Jersey Department of Civil Service is responsible for the recruitment and preliminary selection of a myriad of medical and health facilities throughout the State. Based upon examinations consisting of written and/or oral tests; or in some cases, based solely on an applicant's education and experience, the Civil Service Department attempts to select the most highly qualified individuals for placement. They then establish the eligibility lists from which the appointing authority selects candidates for the positions available. Announcement bulletins are issued monthly for job vacancies.

There are also many county and municipal jobs in the health field which are open to any resident of the State and county. The State Department of Civil Service, in addition to the county in which the applicant is seeking employment, can provide this information about other counties in New Jersey.

The Federal Government employs about 95,000 health workers in medical, dental, public health and hospital work. Federal employees are stationed in all parts of the United States and its territories and in many foreign countries. Entrance requirements for these jobs vary widely depending upon skill requirements.

To be eligible for appointment, an applicant must meet minimum age, training, and experience requirements for the particular position. Some examinations include written tests; others do not. Information on Federal employment opportunities is available from a number of sources. The U.S. Civil Service Commission has offices in many large cities where interested citizens may learn of local and nationwide employment vacancies in the Federal service. For college students, the college placement office is often a good source of information. High school students in many localities may obtain information from their high school guidance counselors. Additional information may also be obtained from State Employment Service offices and many post offices, as well as contacting directly the specific Federal agency or institution for job information.



OTHER SOURCES



ORGANIZATIONS

Qualified persons in their respective occupational classifications may join a professional organization, whose interests include the advancement of their profession and its service to the public, the development of a code of ethics, and the dissemination of information. Some of these organizations are:

Licensed Practical Nurses Association of New Jersey, Inc.
91-101 Lincoln Park
Newark, New Jersey 07102

Medical Society of New Jersey
315 West State Street
Trenton, New Jersey 08618

New Jersey Medical Record Association
65 Bergen Street
Newark, New Jersey 07107

New Jersey Optometric Association
514 Greenwood Avenue
Trenton, New Jersey 08609

New Jersey Society of Medical Technologists
15 Clum Avenue
Ford, New Jersey 08863

New Jersey Society of Radiologic Technologists
P.O. Box 212
Metuchen, New Jersey 08840

New Jersey State Nurses Association
60 South Fullerton Avenue
Montclair, New Jersey 07042

New Jersey Chapter of the American
Physical Therapy Association
201 Pleasant Valley Way
West Orange, New Jersey 07052

New Jersey Pharmaceutical Association
118 West State Street
Trenton, New Jersey 08625

Mr. Irving J. Tecker, Executive Secretary
New Jersey Podiatry Society
911 Kings Highway
Cherry Hill, New Jersey 08034

Mr. Jack Gold, President
Prosthetists and Orthotists
Society of New Jersey
51 Central Avenue
Orange, New Jersey 07050

Mr. Herman J. Miller, C. D. T.
Executive Director
New Jersey Association of Dental Labs
144 Wilson Avenue
Saddle Brook, New Jersey 07662



OUTLOOK

Employment opportunities in health careers are expected to be excellent through the 1970's. Continuing technological advances in medical services and in medical-electronics equipment will require additional trained technicians. Paramedical workers will be needed to assist in complicated experiments in medicine. They will take part in the development of rehabilitation techniques unheard of a short time ago. Some of them may even prepare astronauts for space travel by wiring their space suits for special circuitry to check their reactions in flight and on return.

Despite an increase in the number of persons graduating from training programs, the demand for many of these workers is expected to be greater than the number of graduates available for employment; although the rate of growth will differ considerably among individual health occupations.

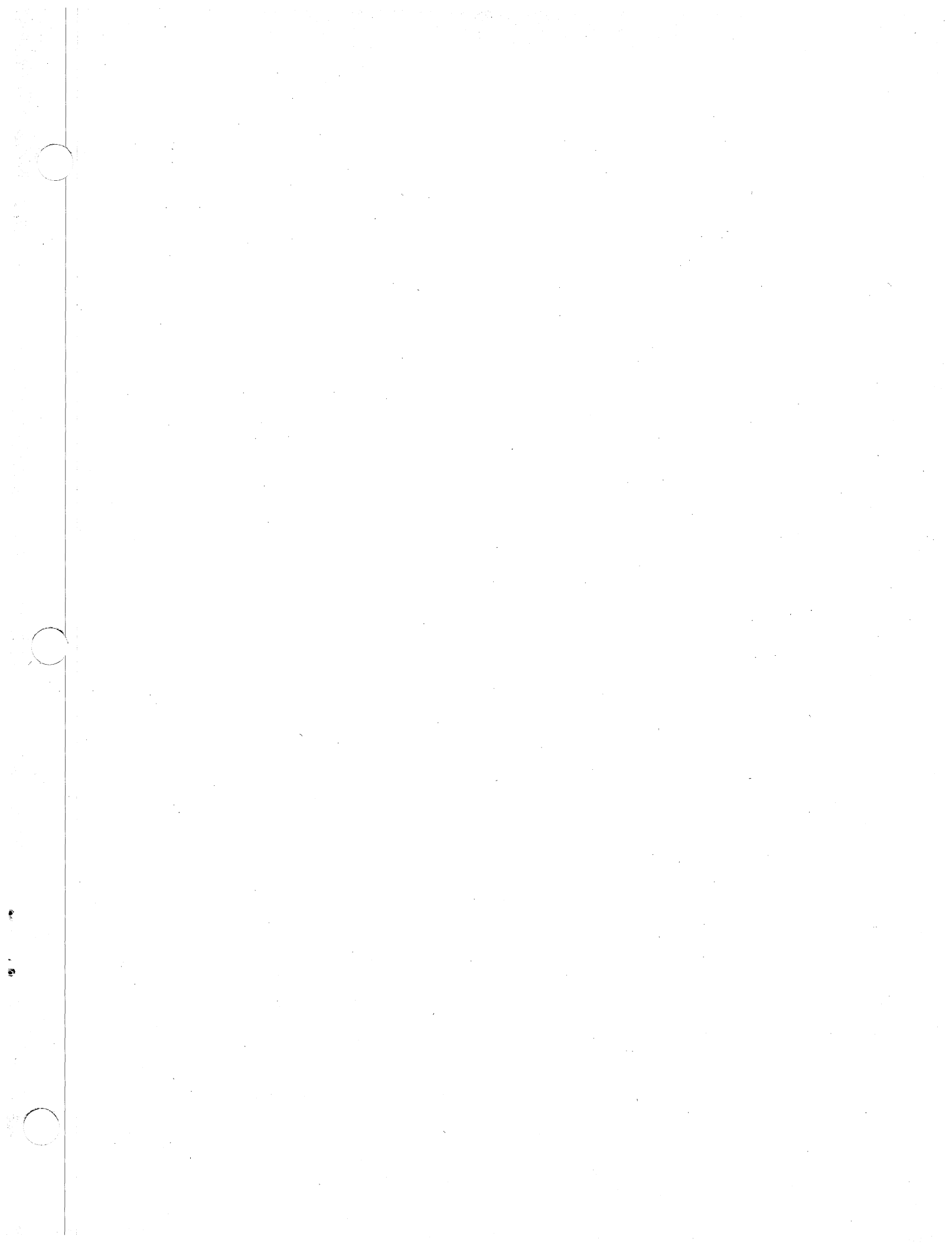
In addition, many new workers will be needed each year to replace those who are promoted, retire, die, or leave for other reasons. Replacement needs will continue to be high because many workers in this field are young women who leave their jobs for marriage and family responsibilities. Many opportunities for part-time employment in some health occupations also will be available. The work hours might be particularly attractive to married women who wish to return to work on a part-time basis.

Other factors which are expected to contribute to an increase in the demand for health care are the growth of population; wider health education, and the resultant rising health consciousness of the general public; the growth of insurance coverage under prepayment programs for hospitalization and medical care, including Medicare and Medicaid; and increasing expenditures by Federal, State, and local governments for health care.

WHERE TO GO FOR MORE INFORMATION

Additional information may be obtained from the following sources:

1. A high school or college guidance counselor.
2. Division of Vocational Education, New Jersey Department of Education, or Department of Higher Education, 225 West State Street, Trenton, New Jersey 08625.
3. The appropriate New Jersey State Board for examinations and licensing.
4. A physician, hospital, nursing home, or clinic.
5. A local or national office of one of the organizations for various health careers.
6. A local office of the Bureau of Apprenticeship and Training, U.S. Department of Labor, in Newark, New Brunswick, or Trenton.
7. New Jersey Department of Civil Service, 211 East State Street, Trenton, New Jersey, or the branch offices at: 1100 Raymond Boulevard (Room 310), Newark; or 517 Market Street, Camden, New Jersey.
8. United States Civil Service Commission, Job Information Center, 970 Broad Street, Newark, New Jersey 07102, or 401 Market Street, Camden, New Jersey 08102. Those outside the Newark area may call the toll free number 800-242-5870.
9. New Jersey Department of Health, Health and Agricultural Building, Trenton, New Jersey 08625.
10. New Jersey Health Careers Service, 375 West State Street, Trenton, New Jersey 08618.
11. New Jersey Hospital Association, Research Park, 1101 State Road, Princeton, New Jersey 08540.
12. Interested individuals with disability should contact their local New Jersey Rehabilitation Commission office. See list on page 77.
13. A local office of the New Jersey State Training and Employment Service. See listing on page 78 for local office addresses.
14. Veterans seeking training for employment should contact the Veterans Administration, 20 Washington Place, Newark, New Jersey 07102, a local representative of a veterans service organization, or the local office of the New Jersey State Training and Employment Service.



NEW JERSEY REHABILITATION COMMISSION OFFICES

Atlantic City
Schwehm Building
New York & Atlantic Avenues 08401
Telephone 345-5965

Bridgeton
12 North Pearl Street 08302
Telephone 451-9098

Burlington
673 High Street 08016
Telephone 387-0264

Camden
411 Broadway 08103
Telephone 966-2893

East Orange
19 North Harrison Street 07017
Telephone 648-2883

Elizabeth
1173 E. Grand Street 07201
Telephone 351-5434

Hackensack
10 Banta Place 07601
Telephone 487-7890

Hackettstown
108 High Street 07840
Telephone 852-4110

Jersey City
895 Bergen Avenue 07306
Telephone 653-2350

Morristown
5 Schuyler Place 07960
Telephone 539-3660

New Brunswick
63 Morris Street 08901
Telephone 545-8120

Newark
80 Mulberry Street 07102
Telephone 648-3493

Paterson
370 Broadway 07501
Telephone 271-3050

Pompton Lakes
750 Hamburg Turnpike 07442
Telephone 835-8902

Red Bank
54 Broad Street 07701
Telephone 842-4700

Somerville
1 East High Street 08876
Telephone 526-0550

Toms River
616 Washington Street 08753
Telephone 244-2020

Trenton
Labor and Industry Building
11th Floor
John Fitch Plaza 08625
Telephone 292-2940

Woodbury
79-81 Cooper Street 08096
Telephone 848-5300



DIRECTORY OF EMPLOYMENT OFFICES

<u>Office Location</u>	<u>Street Address</u>	<u>Zip Code</u>	<u>Telephone</u>
Asbury Park	500 Summerfield Ave.	07712	201-775-1660
Atlantic City	1433 Bacharach Blvd.	08401	609-344-6504
Bayonne	554 Broadway	07002	201-436-7800
Bridgeton	22 Washington St.	08302	609-451-6350
Burlington	220 W. Broad St.	08016	609-386-0686
Camden – Employment Service Placement Office	558 Federal St.	08103	609-365-8820
Youth Opportunity Center	558 Federal St.	08103	609-966-1262
Dover	10 S. Morris St.	07801	201-361-9050
Elizabeth	1115 E. Jersey St.	07201	201-352-8360
Englewood	32-40 N. Van Brunt	07631	201-568-9289
Flemington	Hunterdon Shpg. Ctr.	08822	201-782-3711
Freehold	6 Throckmorton St.	07728	201-462-0200
Hackensack	50 Passaic St.	07601	201-487-6800
Hammonton	110 Railroad Ave.	08037	609-561-1290
Jersey City – Employment Service Placement Off.			201-656-6800
Nurses Registry	87 Newkirk St.	07306	201-656-1010
Job Bank Center	87 Newkirk St.	07306	201-547-3477
Youth Opportunity Center	2857 Kennedy Blvd.	07306	201-656-6800
WIN-MDTA Training Center	2857 Kennedy Blvd. (4th Flr.)	07306	201-659-6000
Morristown			201-538-4260
Nurses Registry	5 Schuyler Pl.—P. O. Box 29M	07960	201-538-5132
New Brunswick	65 Morris St.	08901	201-247-6300
Newark – Professional & Comm. Placement Off.	80 Mulberry Street	07102	201-648-3419
Teacher Placement	80 Mulberry Street	07102	201-648-3720
Nurses Registry	80 Mulberry Street	07102	201-648-2000
Industrial Placement Office	1 Clinton Street	07102	201-648-3245
Service Placement Office	1016 Broad Street	07102	201-648-2035
Job Bank Center	744 Broad Street	07102	201-648-2184
Youth Opportunity Center	1004 Broad Street	07102	201-648-3500
WIN-MDTA Training Center	1004 Broad Street	07102	201-648-3370
Newton	6 Union Place	07860	201-383-2775
Passaic	88 Park Place	07055	201-779-1470
Paterson – Employment Serv. Placement Office			201-684-8690
Nurses Registry	370 Broadway (2nd Fl.)	07501	201-684-3161
Youth Opportunity Center	301 Graham Avenue	07501	201-279-4100
Job Bank Center	52 Church Street	07505	201-278-0055
Perth Amboy	347 Maple St.	08861	201-826-3400
Phillipsburg			201-859-0400
Nurses Registry	Hillcrest Shopping Mall	08865	201-859-0100
Plainfield	525 Madison Ave.	07060	201-756-1407
Red Bank	48 E. Front Street	07701	201-741-5050
Ridgewood	32 Franklin Ave.	07450	201-444-5804
Salem	Shopping Center—Rt. 45—RD1	08079	609-935-3711
Somerville	275 E. Main St.—P. O. Box 548	08876	201-725-2600
Toms River	26 Main Street (2nd. Flr.)	08753	201-349-2192
Trenton – Employment Serv. Placement Office	8 E. Hanover Street	08625	609-292-6400
Job Bank Center	8 East Hanover Street	08625	609-292-6400
Youth Opportunity Center	223 N. Hermitage Ave.	08618	609-292-6400
Vineland	631 Wood Street	08360	609-691-2200
Wildwood	700 New Jersey Avenue	08260	609-729-0997
Woodbury	814 N. Broad Street	08096	609-845-6000

