

If you have any questions about this assignment or you have trouble uploading your letters, you may reach Ms. Zimmerman at [zimmerman@markdayschool.org](mailto:zimmerman@markdayschool.org).

**Housekeeping-** These people clean the facilities to keep everyone safe and keep the medical facilities sanitary

**Pharmacy-**These people give medicine to patients and help them understand how to use the medicine properly

**Health education-** These people educate patients on healthy living and habits (like a teacher who is also a medical professional)

**Administrators-**The leaders and managers of health care systems that work closely with doctors, nurses and the other people on this list to make sure things run smoothly and patients are able to receive the best care possible

**Safety teams-**the people on this team run tests and do research to make sure everything is safe in the hospital and patients are receiving the best care possible

**Engineering-**These people design and construct (similar to some things you see in tinkering) facilities and make sure that all the machines are working properly (an air conditioning or heating machine or a machine that measures a patient's heart rate are some examples)

**Member Services-**These people support patients in using health insurance. It costs money to go to the doctor, and when someone has health insurance, it takes care of some of that cost.

**Medical Secretaries-**These people answer phones, schedule appointments for patients and make sure that letters and important paperwork go where they need to.

**Finance-**These people manage money in a healthcare system and make sure the medical center is making smart decisions.

**Home health-**These people provide care in patients' homes. If someone is sick or elderly, they may have a health care aide who works with them at home so they do not need to go to a medical center to get care.

**Radiology-**These people take X-rays and give patients information on internal body parts. They can use their X-ray machine to see things that we can't see on the outside from looking at someone.

**Lab-**These people can do medical tests to figure out what is going on with a patient. People in labs will also conduct research to find new medicines that could help patients.

**Supply chain-**These people help connect hospitals and other medical centers to companies that can supply them with the proper services, supplies or medications.

**Sterile processing-** These people make sure that all equipment used in a medical procedure are cleaned properly. These people pay close attention to materials they use and what they need and they prepare the materials for surgeons and doctors.

**Medical technicians and assistants (in all departments)-**These people work closely with doctors, nurses and other people in the medical field. Medical assistants help manage people's health records and schedule appointments and tests that patients need. Medical technicians work in labs to figure out what a patient might need in order to get treatment for staying healthy.

**Food Service-** These people prepare and serve the food for all patients and people who work in a hospital.