

Health Career Observer



The Official Newsletter of the WNY R-AHEC

April, 2025

Medical Records Specialist

Medical records specialists compile, process, and maintain patient files. They also may classify and enter patients' medical information into the healthcare industry's numerical coding system. Medical records specialists have a variety of data entry and recordkeeping tasks. They may gather patients' medical histories, symptoms, test results, treatments, and other health information and enter the details into electronic health records (EHR) systems. Some workers categorize medical information for purposes such as insurance reimbursement and providing data to clinicians.

Average Annual Pay: \$48,780 per year



"If you are someone who is looking for a challenging career with the ability for growth then Medical Records Coding position is the right path!"

-Tonya Beardsley, CCS Quality/Risk Manager,
HIM Manager, Privacy Officer

How Do I Become a Medical Records Specialist?

**PROJECTED JOB
GROWTH RATE IS
9% BY 2033**

A high school diploma or equivalent and experience in a healthcare setting are enough to qualify for some positions, but others may require a postsecondary certificate or an associate's or bachelor's degree. High school students may benefit from taking classes in subjects such as biology, computer science, and anatomy. Community colleges and technical schools offer certificate and associate's degree programs for medical records specialists. These programs typically include courses in medical terminology, health data requirements and standards, and classification and coding systems.

What Does a Medical Records Specialist Do?



Review patients' records for timeliness, completeness, and accuracy.



Use classification systems to assign clinical codes for patients' diagnoses, procedures, medical services, and related information.



Maintain and retrieve records for insurance reimbursement and data analysis.



Electronically record data for collection, storage, analysis, retrieval, and reporting.



Ensure confidentiality of patients' records.



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<https://www.r-ahec.org/>

This organization is an Equal Opportunity Provider and Employer

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A Professional Account

Tonya Beardsley, CCS, Quality/Risk Manager, HIM Manager & Privacy officer at Wyoming County Community Health System shares her experiences in the field of Medical Records.

What is the most rewarding part of your job?

"There are definitely a few reasons that make being in a Medical Records Coding position rewarding. There are different patient service areas for coding that you can specialize in, or if you are really adventurous, you can specialize in all areas! Some examples are: Hospital (Inpatient and Outpatient), Primary Care Clinics, Specialty Clinics, Dentist and Eye Care. Point being, there are many options! Also, there is always room for growth and advancement. You could further your career into being a CDI specialist (Clinical Documentation Improvement), or you can continue your education and become an RHIA or RHIT which can assist in obtaining a managerial role if you are looking to "climb the ladder". I think what is the most rewarding and why most people consider a medical coding role is the ability to have flexibility with a lot of positions being remote, while also being able to earn a decent wage!"

What is the most challenging?

"As rewarding as it is, it does come with some challenges. Medical coding encompasses the ability to abstract data from a patient record and accurately apply the appropriate diagnoses and procedural codes. However, it's not as simple as it may sound. There are federal rules and regulations that are required to be followed and each diagnoses/procedure code may have additional instructions that are required to be followed. These rules and regulations change often, and it is important to keep up-to-date with the latest changes in order to accurately code a patient account."

What do you wish you knew back in school that you know now?

"I wish I knew back then the importance of networking! It is not always easy to find a coding position right out of school without any previous experience. It is very important to network with your peers and school advisors who can assist in finding you a position out of school. Joining an affiliation such as AHIMA (which have local chapters as well) and AAPC. They have resources as well to help you find a position and tons of educational resources to keep you on your toes and to earn any required continuing education credits."

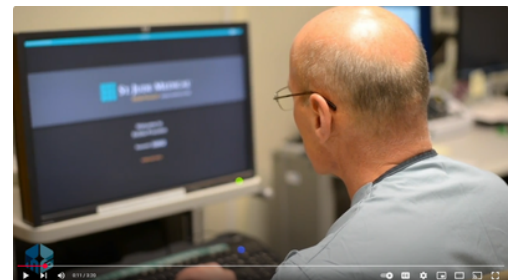
Anything else you want to share?

"If you are someone who is looking for a challenging career with the ability for growth then Medical Records Coding position is the right path!"



Click on the image for information on a career in Medical Records

<https://www.youtube.com/watch?v=hRSIom5bq4c>



Click on the image for a day in the life of a Medical Records Specialist

<https://www.youtube.com/watch?v=ky6OR3-DVyU&t=46s>



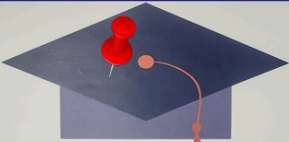
For more information visit the U.S. Bureau of Labor Statistics
<https://www.bls.gov/ooh/healthcare/medical-records-and-health-information-technicians.htm#tab-2>

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Requirements:

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Find info on health profession careers, degree requirements and financial information.
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Join us for this exciting camp at **Medina Memorial Hospital!**

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JULY 23, 2025
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Questions?
(585) 786-6275
info@r-ahec.org



2025 BEA SUMMER CAREER EXPLORATION CAMPS

REGISTRATION OPENS MARCH 25 AT 9 AM



Medical Camp


July 21 - July 23
8:30 AM - 4:00 PM
Various Locations

\$75/Camper**

****Scholarships Available. Contact the BEA for more information.**

For students entering Grades 6-9 in Fall 2025.

<https://www.beagenesee.com/2025-camp-registration>



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