# Test Batteries by Job Family Updated 7/28/2021

## Institutional Testing

<table>
<thead>
<tr>
<th>Job Family</th>
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<th>Time</th>
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</table>
| **Business Support & Front Line Service** | Accounting Clerk (9171)  
Administrative Assistant (9019)  
Administrative Clerk (9069)  
Associate Patient Access Rep (1991)  
Buyer (9649)  
Catering Assistant (6155)  
Clerk (9071)  
Coord, DI Services (1147)  
Coord, Facilities Operations Center (5316)  
Coord, Patient Services (2034)  
Coord, PRS (9544)  
Coord, Technical Services (6328)  
Coord, Work Control (5068)  
Customer Service Spec (2017)  
Data Entry Operator (9396)  
Executive Search Coord (9564)  
Financial Clearance Assoc (2008)  
HIM Associate (1308)  
HR Operations Rep (7833)  
HR Service Center Spec (7834)  
Human Resources Asst (9543)  
Imaging Library Rep (1330)  
Information Representative (9894)  
International Patient Asst (8219)  
Lead Clerk (9050)  
Legal Secretary (9049)  
Parking/Operations Asst (6265)  
Patient Access Representative (1983)  
Patient Access Specialist (1998)  
Patient Care Technician (1080)  
Patient Escort (1082)  
Patient Representative (1539)  
Patient Safety Assistant (2450)  
Patient Services Ambassador (1946)  
Patient Services Representative (1566)  
PBS Assistant (1977)  
PBS Associate (1973)  
Per Diem Patient Care Technician (1079)  
Personnel Assistant (9587)  
Planner/Scheduler (5013)  
Police Cadet (6339)*  
Police Officer, University Police (6335)*  
Public Safety Officer (6343)  
Receptionist (9097)  
Room Service Assistant (6114)  
Secretary (9044)  
Sr Administrative Assistant (9018)  
Sr Administrative Clerk (9068)  
Sr Clerk (9070)  
Sr Data Entry Operator (9395) | Service Excellence, ServiceFit for Healthcare | 1 hr     |

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2. ServiceFit for Healthcare is available in English, Spanish, and Mandarin
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<tr>
<td>Sr Executive Search Coord (9576) Sr HIM Associate (1311) Sr HR Operations Rep (7832) Sr HR Service Center Tech (7831) Sr Parking Operations Asst (6266) Sr Patient Access Representative (1975) Sr Patient Escort (1084) Sr Public Safety Officer (6342) Sr Room Service Assistant (6119) Sr Secretary (9020) Sr Transportation Representative (1085) Sr Welcome Center Attendant (9892) Transportation Representative (1083) Welcome Center Attendant (9893)</td>
<td>Service Excellence, ServiceFit for Healthcare, RCS Coder*</td>
<td>1.5 hr</td>
<td></td>
</tr>
<tr>
<td>Clinical Coding Specialty</td>
<td>Clinical Coding Specialist (1345) Quality Coding Specialist (1944) Sr Clinical Coding Specialist (1956)</td>
<td>Service Excellence, ServiceFit for Healthcare, RCS Coder*</td>
<td>1.5 hr</td>
</tr>
<tr>
<td>Pharmacy Skills</td>
<td>Pharmacy Technician (1422) Advanced Pharmacy Technician (1452) QA Pharmacy Technician (1425) Specialty Pharmacy Technician (1421)</td>
<td>Service Excellence, ServiceFit for Healthcare, Pharmacy - Math &amp; Dosage*</td>
<td>1.5 hr</td>
</tr>
<tr>
<td>HIM Clinical Documentation Skills</td>
<td>Clinical Documentation Specialist (2426)</td>
<td>Service Excellence, ServiceFit for Healthcare, Clinical Documentation Skills*</td>
<td>1.5 hr</td>
</tr>
<tr>
<td>PBS Specialist Skills</td>
<td>PBS Specialist (1974)</td>
<td>Service Excellence, ServiceFit for Healthcare, Medical Terminology Skills*</td>
<td>1.5 hr</td>
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<td>Health Education</td>
<td>Health Education Specialist (1534) Oncology Educator (1014) Sr Health Education Specialist (1532)</td>
<td>ProFit, Grammar*</td>
<td>1.5 hr</td>
</tr>
<tr>
<td>Communications</td>
<td>Communications Assistant (8652) Communications Specialist (8651) Prog Dir, Communications (8646) Prog Mgr, Communications (8642) Sr Communications Specialist (8643)</td>
<td>ProFit, Grammar*, Writing Sample*</td>
<td>1.5 hr + 1 hr (onsite)</td>
</tr>
<tr>
<td>Clinical Effectiveness Skills</td>
<td>CE Quality Coord (2054)</td>
<td>ProFit, Medical Terminology Skills*, Matching*</td>
<td>1.5 hr</td>
</tr>
<tr>
<td>Protocol Research Skills</td>
<td>Human Research Regulations Editor (8671)</td>
<td>ProFit, Protocol Research Skills*</td>
<td>1.5 hr</td>
</tr>
<tr>
<td>Clinical Research Support Skills</td>
<td>Clinical Research Quality Specialist (4362) Sr Clinical Research Quality Specialist (4361)</td>
<td>ProFit, Clinical Research Monitor Skills*</td>
<td>1.5 hr</td>
</tr>
<tr>
<td>Leadership</td>
<td>The Leadership assessment is required for all supervisor and management level titles</td>
<td>Select Assessment for Healthcare Leaders</td>
<td>1 hr</td>
</tr>
<tr>
<td>Leadership - Grammar</td>
<td>Assoc Dir, Communications Dir, Communications Prog Dir, Communications</td>
<td>Select Assessment for Healthcare Leaders, Grammar*</td>
<td>1 hr</td>
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| **Department Administrator** | Anesthesiology & CC Dept Admin (9032)  
Cancer Prev Dept Admin (9037)  
Department Administrator (9005)  
DI Dept Administrator (9006)  
Laboratory Dept Administrator (1698)  
Medicine Dept Administrator (9059)  
Pediatrics Dept Administrator (1770)  
Rad Onc Dept Administrator (1148)  
Research Dept Administrator (9043)  
Surgery Dept Administrator (9009)  
UTPD Dept Administrator (9038) | Select Assessment for Healthcare Leaders, Hogan assessment*, EQ-i Emotional Quotient Inventory* | 2.5 hrs       |
| **EHR**  | Assoc EHR Systems Analyst (9804)  
EHR Systems Analyst (9810)  
Enterprise Software Integration Architect (9865)  
IS Liaison (9866)  
Pharmacy Clinical Informatics Specialist (1456)  
Principal EHR Systems Analyst (9820)  
Principal IS Liaison (9897)  
Software Integration Architect (9848)  
Sr EHR Systems Analyst (9819)  
Sr IS Liaison (9876)  
Sr Pharmacy Clinical Informatics Specialist (1455) | EPIC Assessments* | 1 hr and 15 min |
| **Scientific Publications** | Associate Scientific Editor (8602)  
Mgr, Scientific Publications (8600)  
Scientific Editor (8601)  
Sr Scientific Editor (8603) | Departmental Testing* | NA          |
| **UT Police Dept**  | Police Cadet (6339)  
Lead Police Telecommunicator (6323)  
Police Telecommunicator (6325)  
Sr Police Telecommunicator (6324) | Departmental Testing* | NA          |
| **Internal Audit** | Audit Specialist (9116)  
Lead Auditor (9142)  
Manager, Internal Audit (9164)  
Manager, IT Internal Audit (9095) | Departmental Testing* | NA          |

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