

Test Batteries by Job Family Updated 1/24/2024

| Institutional Testing | | | |
|---|--|--|------|
| Job Family | Job Titles | Test Battery | Time |
| Business Support & Front Line Service ServiceFit (continues to next page) | Accounting Clerk (9171) | Service Excellence, ServiceFit for Healthcare | 1 hr |
| | Administrative Assistant (9019) | | |
| | Administrative Clerk (9069) | | |
| | Ambassador (9894) | | |
| | Associate Patient Access Rep (1991) | | |
| | Buyer (9649) | | |
| | Catering Assistant (6155) | | |
| | Clerk (9071) | | |
| | Coord, DI Services (1147) | | |
| | Coord, Facilities Operations Center (5316) | | |
| | Coord, Fac and Exec Benefits (9544) | | |
| | Coord, Technical Services (6328) | | |
| | Coord, Work Control (5068) | | |
| | Customer Service Specialist (2017) | | |
| | Data Entry Operator (9396) | | |
| | Donor Operations Driver (1570) | | |
| | Executive Search Coordinator (9564) | | |
| | Financial Clearance Associate (2008) | | |
| | HIM Associate (1308) | | |
| | HR Operations Rep (7833) | | |
| | HR Service Center Specialist (7834) | | |
| | Human Resources Asst (9543) | | |
| | Imaging Library Representative (1330) | | |
| | International Patient Asst (8219) | | |
| | Lead Ambassador (1539) | | |
| | Lead Room Service Assistant (6119) | | |
| | Legal Secretary (9049) | | |
| | Parking/Operations Asst (6265) | | |
| | Patient Access Representative (1983) | | |
| | Patient Access Specialist (1998) | | |
| | Patient Care Technician (1080) | | |
| | Patient Escort (1082) | | |
| | Patient Safety Assistant (2450) | | |
| | Patient Services Ambassador (1946) | | |
| | Patient Services Coordinator (2034) | | |
| | Patient Services Operator (9893) | | |
| | 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) | | | |
| Recruitment Coordinator (9549) | | | |
| Room Service Assistant (6114) | | | |
| Secretary (9044) | | | |

1. All test times are an estimate of how long most candidates take to complete the assessment.
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3. ServiceFit for Healthcare is available in English, Spanish, and Mandarin

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| | Sr Administrative Assistant (9018) Sr Administrative Clerk (9068) Sr Clerk (9070) Sr Data Entry Operator (9395) 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 Patient Services Operator (9892) Sr Secretary (9020) Sr Transportation Representative (1085) Transportation Representative (1083) * Title takes ServiceFit for Healthcare only | | |
| Clinical Coding Skills ServiceFit-Coding | Clinical Coding Specialist (1345) Quality Coding Specialist (1944) Sr Clinical Coding Specialist (1956) | Service Excellence, ServiceFit for Healthcare, RCS Coder* | 1.5 hr |
| Pharmacy Skills ServiceFit-Pharmacy | Advanced Pharmacy Technician (1452) Pharmacy Technician (1422) Specialty Pharmacy Technician (1421) Sr Pharmacy Technician (1419) | Service Excellence, ServiceFit for Healthcare, Pharmacy - Math & Dosage* | 1.5 hr |
| Surgery Scheduler Skills ServiceFit - Surgery | Surgery Scheduler (2023) Coordinator, Surgery Schedule (2022) | Service Excellence, ServiceFit for Healthcare, Surgery Scheduler - Surgery Terminology* | 1.5 hr |
| HIM Clinical Documentation Skills ServiceFit - Clinical Documentation | Clinical Documentation Specialist (2426) | Service Excellence, ServiceFit for Healthcare, Clinical Documentation Skills* | 1.5 hr |
| PBS Specialist Skills ServiceFit - PBS Specialist | PBS Specialist (1974) | Service Excellence, ServiceFit for Healthcare, Medical Terminology Skills* | 1.5 hr |

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| Professional ProFit | Clinical Research Consent Writer (8671) Ed Coord, Business Svcs (2092) Health Information Specialist (1538) IRB Coordinator (7027) Lead, Front Desk Services (9098) Network Services Representative (8686) Patient Advocate (2001) PBS Provider Enrollment Spec (2018) Program Coord, Provider Relations (9247) Sr Clinical Research Consent Writer (8690) Sr Health Information Specialist (1536) Sr IRB Coordinator (7026) Sr Patient Advocate (2002) Sr Patient Affairs Specialist (6287) | ProFit | 1 hr |
| Health Education ProFit-Grammar | Health Education Specialist (1534) Oncology Educator (1014) Sr Health Education Specialist (1532) | ProFit, Grammar* | 1.5 hr |
| Communications ProFit-Grammar | Communications Assistant (8652) Communications Specialist (8651) Prog Mgr, Communications (8642) Sr Communications Specialist (8643) | ProFit, Grammar*, Writing Sample* | 1.5 hr + 1 hr (onsite) |
| Clinical Effectiveness Skills ProFit - Clinical Effectiveness | CE Quality Coord (2054) | ProFit, Medical Terminology Skills*, Matching* | 1.5 hr |
| Clinical Research Support Skills ProFit - Clinical Research Quality | Clinical Research Monitor (4360) Clinical Research Quality Specialist (4362) Sr Clinical Research Monitor (4365) Sr Clinical Research Quality Specialist (4361) | ProFit, Clinical Research Monitor Skills* | 1.5 hr |
| Leadership | The Leadership assessment is required for all supervisor and management level titles | Select Assessment for Healthcare Leaders | 1 hr |

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| Leadership - Grammar | Assoc Dir, Communications (8647) Dir, Communications (8641) Prog Dir, Communications (8646)* <i>* Title completes writing sample</i> | Select Assessment for Healthcare Leaders, Grammar* Writing Sample* | 1 hr |
| Department Administrator | Department Administrator (9059) Dept Admin, Business Ops (9005) Dept Admin, Regulatory Affairs (9063) <i>- Hogan and EQ-I are only administered to final round of candidates</i> <i>- Hogan and EQ-I results are valid for one year</i> | 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) Pharmacy Clinical Informatics Specialist (1456) Principal EHR Systems Analyst (9820) Software Integration Architect (9848) Sr EHR Systems Analyst (9819) Sr Pharmacy Clinical Informatics Specialist (1455) <i>- Additional titles may require Epic certification per department requirements</i> <i>- Applicants with current Epic certification not required to test</i> <i>- Passing scores do not expire</i> | EPIC Assessments* | 1 hr and 15 min |
| Scientific Publications | Associate Scientific Editor (8602) Mgr, Editing Services (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 |
| Ultrasound Technologist | Cardiac Ultrasound Tech (1677) Cardiovascular Ultrasound Tech (1668) Per Diem Cardiac Ultrasound Tech (1150) Ultrasound Technologist (1140) <i>- Simulation only administered to final round of candidates. Onsite assessment following a standard administration protocol.</i> | Departmental Testing* Scanning Simulation | NA |

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