



Clinical Medical Careers

ACT's National Career Readiness Certificate (NCRC) is a portable credential that demonstrates achievement and a certain level of workplace employability skills in Applied Mathematics, and Reading for Information.

All students enrolled in the Clinical Medical Assistant or the Phlebotomy Certificate are required to take these free assessments. This requirement may be waived with an Associate degree or higher in any field. Students will schedule location, date and time through the online scheduling site.

Q: What is WorkKeys ®?

A: Designed by ACT, the company that developed the ACT assessment college entrance exam, WorkKeys measures workplace literacy and represents a widely accepted common language for skills definition among employers, educators/trainers, and potential/incumbent employees.

O*Net Code: [29-2012.00](#)

Clusters: [Health Science](#)

Description:

Perform routine medical laboratory tests for the diagnosis, treatment, and prevention of disease. May work under the supervision of a medical technologist.

Skill Area	Median Skill Level	Minimum Skill Level	Maximum Skill Level
Applied Mathematics	3	3	4
Reading for Information	5	3	5

Tasks:

- Conduct chemical analyses of body fluids, such as blood or urine, using microscope or automatic analyzer to detect abnormalities or diseases and enter findings into computer.
- Analyze and record test data to issue reports that use charts, graphs, or narratives.
- Conduct blood tests for transfusion purposes and perform blood counts.
- Set up, maintain, calibrate, clean, and test sterility of medical laboratory equipment.
- Obtain specimens, cultivating, isolating, and identifying microorganisms for analysis.
- Collect blood or tissue samples from patients, observing principles of asepsis to obtain blood sample.

Q: What types of skills does WorkKeys assess?

A: The ability to learn, listen, communicate, work in teams, and solve problems are what employers expect. WorkKeys assessments measure these abilities in three key areas:

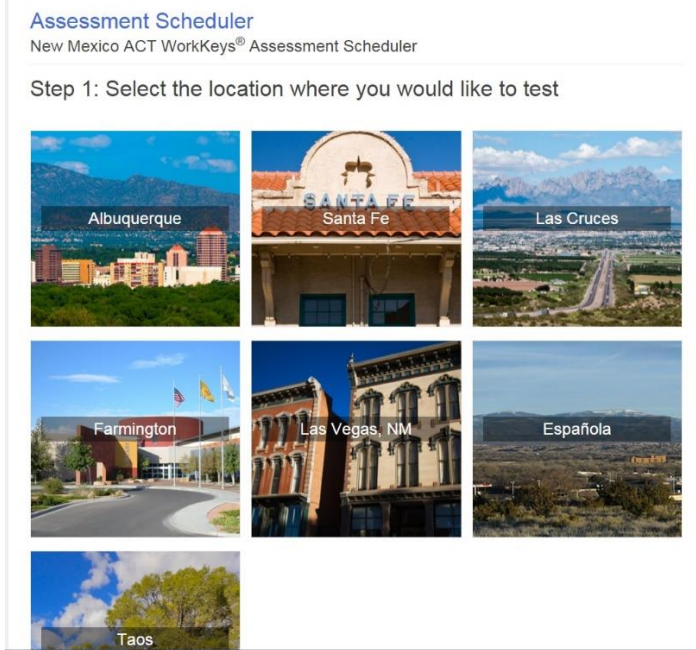
- Communication—business writing, listening, reading for information, writing
- Problem-Solving—applied mathematics, applied technology, locating information, and observation
- Interpersonal skills—teamwork.

Q: Where do I go to take this assessment?

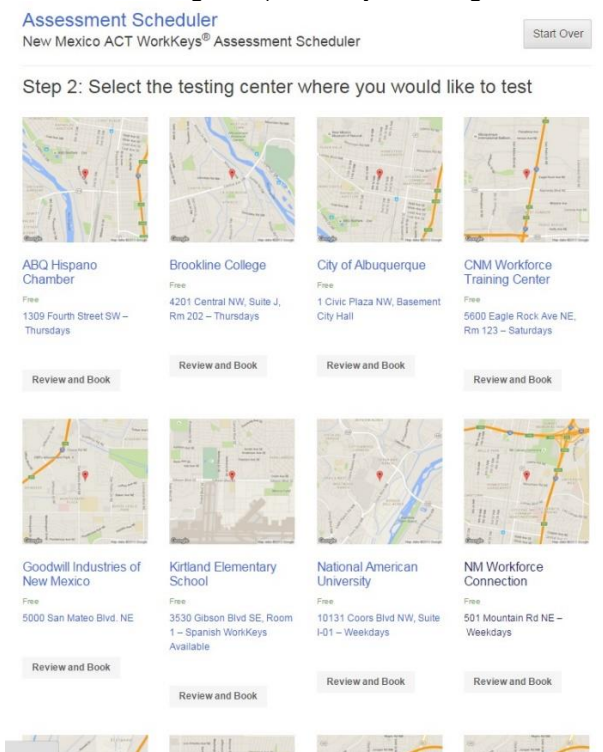
A: Go to the WorkKeys® Testing Schedule website to register.

<https://nm.schedulenow.me/>

1. Click on the region where you live. (Choose city where you wish to take the exam)



2. Choose a testing site (weekday, evening or weekend sites are available)



- Choose the date to take the test at that site. Choose date and time and the Reading for Information, and/or Applied Mathematics tests.

Assessment Scheduler
New Mexico ACT WorkKeys® Assessment Scheduler Start Over

Step 3: Select the date and time and indicate the assessment you would like to take.

NM Workforce Connection

Free

501 Mountain Rd NE – Weekdays

Date:

DECEMBER 2015						
S	M	T	W	T	F	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

Time:
Choose a date above to see available times.

Select the assessment you would like to schedule *

Not sure which assessment to take? [Learn more here](#)

Please note: Each assessment requires one hour to complete. When scheduling multiple assessments on the same day, please schedule one assessment per hour.

Book now

- Confirm and checkout to schedule your test at that site.

Assessment Scheduler
New Mexico ACT WorkKeys® Assessment Scheduler Start Over

⊖ NM Workforce Connection removed. [Undo?](#)

Product	Price	Total
<p>NM Workforce Connection</p> <p>Select the assessment you would like to schedule: Reading for Information</p>		
<p>✖ - Booking Date: January 11, 2016</p> <p>Booking Time: 3:30 pm</p>	\$0.00	\$0.00
<p>Update Basket Checkout</p>		
<p>Basket Totals</p> <p>Cart Subtotal \$0.00</p> <p>Order Total \$0.00</p>		

Please forward a copy of the assessment report to UNM Continuing Education, Loree Nalin, Program Supervisor at LNalin@unm.edu or fax to (505) 277-8975.