

Occupation Overview

Emsi Q1 2019 Data Set

March 2019

Western Technical College



400 Seventh Street
La Crosse, Wisconsin 54601
608.785.9200

Parameters

Occupations

Code	Description
43-6013	Medical Secretaries

Regions

Code	Description
55011	Buffalo County, WI
55023	Crawford County, WI
55053	Jackson County, WI
55057	Juneau County, WI
55063	La Crosse County, WI
55081	Monroe County, WI
55121	Trempealeau County, WI
55123	Vernon County, WI

Timeframe

2019 - 2025

Datarun

2019.1 – Employees

Health Office Professional - March - 2019 in Western Technical College District

Medical Secretaries (SOC 43-6013): Perform secretarial duties using specific knowledge of medical terminology and hospital, clinic, or laboratory procedures. Duties may include scheduling appointments, billing patients, and compiling and recording medical charts, reports, and correspondence.

Sample of Reported Job Titles: Medical Office Specialist Unit Secretary Unit Clerk Scheduler Receptionist Medical Secretary Medical Receptionist Front Office Coordinator Administrative Assistant Ward Clerk

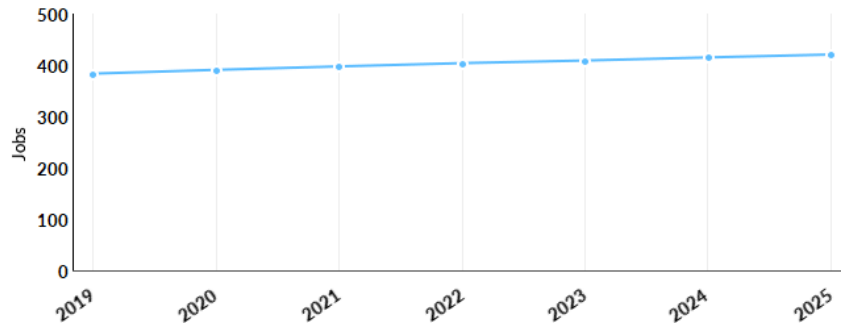
Related O*NET Occupation: Medical Secretaries (43-6013.00)

Occupation Summary for Health Office Professional - March - 2019

383 Jobs (2019) 37% below National average	9.7% % Change (2019-2025) Nation: 13.1%	\$16.16/hr Median Hourly Earnings Nation: \$16.64/hr
---	--	---

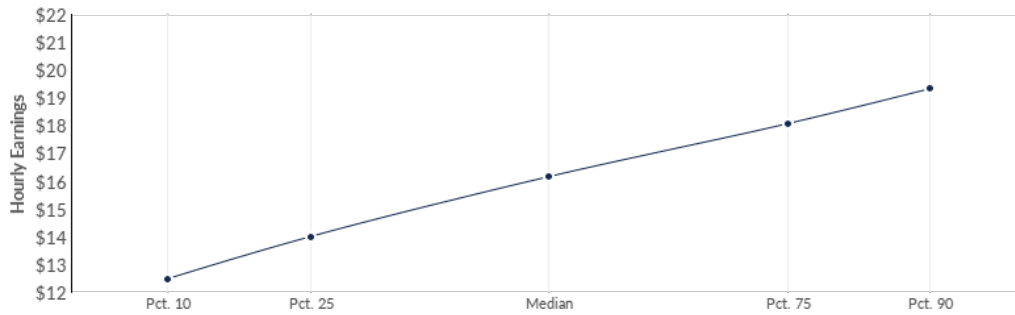
Growth for Medical Secretaries (43-6013)

383 2019 Jobs	420 2025 Jobs	37 Change (2019-2025)	9.7% % Change (2019-2025)
-------------------------	-------------------------	---------------------------------	-------------------------------------

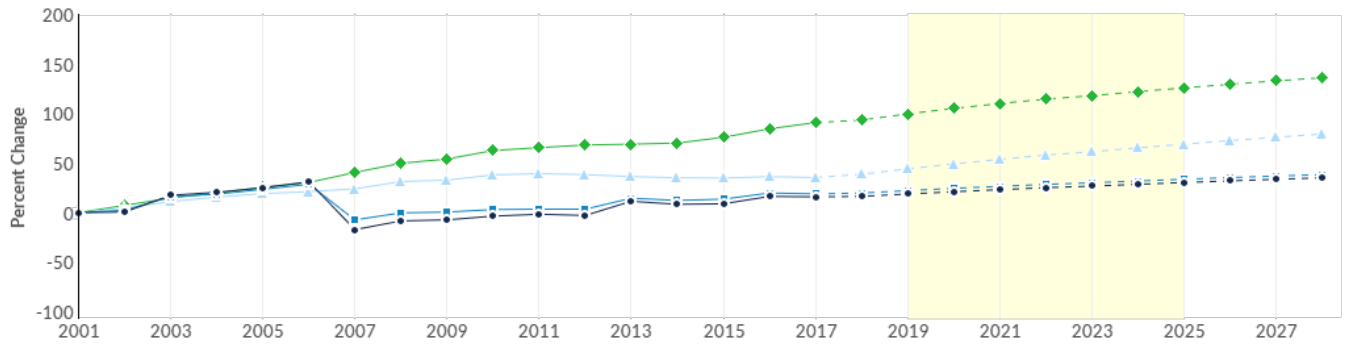


Percentile Earnings for Medical Secretaries (43-6013)

\$14.00/hr 25th Percentile Earnings	\$16.16/hr Median Earnings	\$18.07/hr 75th Percentile Earnings
---	--------------------------------------	---

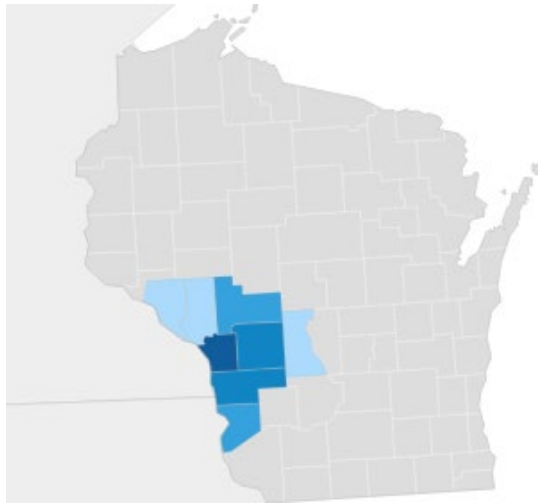


Regional Trends




	Region	2019 Jobs	2025 Jobs	Change	% Change
●	Region	383	420	37	9.7%
●	7 Rivers Region	508	556	48	9.4%
●	State	5,295	6,210	915	17.3%
●	Nation	620,076	701,576	81,500	13.1%

Regional Breakdown



County	2025 Jobs
La Crosse County, WI	350
Monroe County, WI	21
Vernon County, WI	14
Jackson County, WI	<10
Crawford County, WI	<10

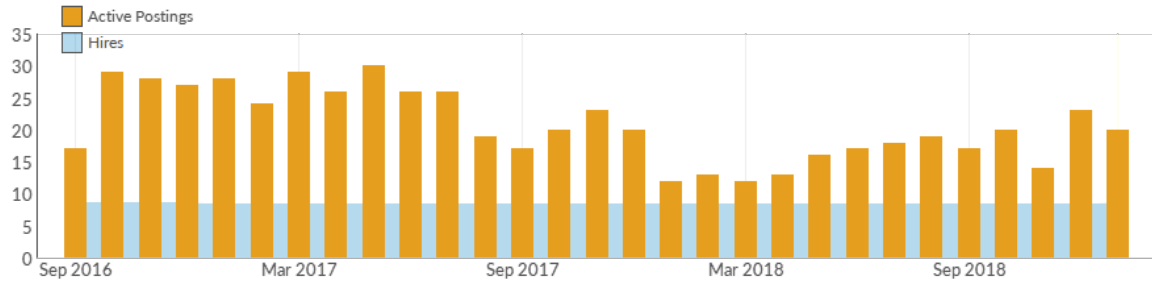
Job Postings Summary

<p>20</p> <p>Unique Postings</p> <p>128 Total Postings</p>	<p>6 : 1</p> <p>Posting Intensity</p> <p>Regional Average: 7 : 1</p> 	<p>36 days</p> <p>Median Posting Duration</p> <p>Regional Average: 37 days</p>
--	---	--

There were **128** total job postings for your selection in January 2019, of which **20** were unique. These numbers give us a Posting Intensity of **6-to-1**, meaning that for every 6 postings there is 1 unique job posting. This is close to the Posting Intensity for all other occupations and companies in the region (7-to-1), indicating that they are putting average effort toward hiring for this position.

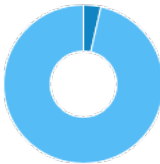
Job Postings vs. Hires

20 Avg. Monthly Postings (Jan 2019)	9 Avg. Monthly Hires (Jan 2019)
---	---



Occupation	Avg Monthly Postings (Jan 2019)	Avg Monthly Hires (Jan 2019)
Medical Secretaries	20	9

Occupation Gender Breakdown



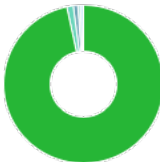
	Gender	2018 Jobs	2018 Percent
•	Males	13	3.5% ■
•	Females	362	96.5% ■■■■■


Occupation Age Breakdown



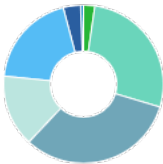
	Age	2018 Jobs	2018 Percent
●	14-18	1	0.2%
●	19-24	26	6.8% ■
●	25-34	60	16.0% ■■
●	35-44	73	19.6% ■■■
●	45-54	91	24.2% ■■■■
●	55-64	101	27.0% ■■■■■
●	65+	23	6.2% ■■

Occupation Race/Ethnicity Breakdown



	Race/Ethnicity	2018 Jobs	2018 Percent
●	White	363	96.6% 
●	Asian	5	1.3%
●	Hispanic or Latino	3	0.9%
●	Black or African American	2	0.6%
●	Two or More Races	1	0.4%
●	American Indian or Alaska Native	1	0.2%
●	Native Hawaiian or Other Pacific Islander	0	0.0%

National Educational Attainment



	Education Level	2018 Percent
●	Less than high school diploma	2.3%
●	High school diploma or equivalent	27.4%
●	Some college, no degree	32.3%
●	Associate's degree	14.7%
●	Bachelor's degree	19.3%
●	Master's degree	3.5%
●	Doctoral or professional degree	0.6%

Occupational Programs

1	7	43
Programs (2017)	Completions (2017)	Openings (2017)
CIP Code	Program	Completions (2017)
51.0710	Medical Office Assistant/Specialist	7

Industries Employing Health Office Professional - March - 2019

Industry	Occupation Jobs in Industry (2018)	% of Occupation in Industry (2018)	% of Total Jobs in Industry (2018)
General Medical and Surgical Hospitals	183	48.7%	1.8%
Offices of Physicians (except Mental Health Specialists)	94	25.1%	4.7%
Offices of Physicians, Mental Health Specialists	18	4.7%	6.6%
Offices of Dentists	17	4.5%	2.2%
Offices of Chiropractors	14	3.8%	5.0%

Appendix A - Data Sources and Calculations

Location Quotient

Location quotient (LQ) is a way of quantifying how concentrated a particular industry, cluster, occupation, or demographic group is in a region as compared to the nation. It can reveal what makes a particular region unique in comparison to the national average.

Occupation Data

Emsi occupation employment data are based on final Emsi industry data and final Emsi staffing patterns. Wage estimates are based on Occupational Employment Statistics (QCEW and Non-QCEW Employees classes of worker) and the American Community Survey (Self-Employed and Extended Proprietors). Occupational wage estimates also affected by county-level Emsi earnings by industry.

Emsi Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

Institution Data

The institution data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

State Data Sources

This report uses state data from the following agencies: Iowa Workforce Development; Minnesota Department of Employment and Economic Development; Wisconsin Department of Workforce Development, Bureau of Workforce Information