

MEDICAL RECORDS ROOM

What: Find charts for upcoming clinics, filing, receive and send faxes, assist with special projects.

When: Flexible hours based on your schedule. Training provided

Where: MOJ Office

Key Qualities: Organized, ability to keep records.

Spiritual Gifts: Helps, administration

Questions: Nancy Childs, 405.340.7400

Please fill out and submit the volunteer request form on our website at moj.com/volunteer