

Name \_\_\_\_\_ Instructor \_\_\_\_\_ Class \_\_\_\_\_ Date \_\_\_\_\_

### **Chapter 6 Assignment**

1. What are values? Why is it important for a health unit coordinator to understand his or her own values before beginning work in a hospital? How might a HUC's values affect his or her work?
2. How can a student prepare for the job search? What should he or she do to prepare for the search, conduct the search, and go to interviews that will give the student the best chance of landing a job?
3. List seven factors that may influence a worker's behavior.
4. List 13 behavioral traits that make up one's work ethic.
5. What can the HUC do to avoid legal complications?