

Reproductive Genetic Counseling Coordinator Interview Questions

1. Share an experience when you applied new technology or information in your job. How did it help your company?

2. Describe an experience when you provided genetic counseling in specified areas of clinical genetics such as obstetrics, pediatrics, oncology and neurology.

3. What kind of experience do you have discussing testing options and the associated risks, benefits and limitations with patients and families to assist them in making informed decisions?

4. Describe your method to interpret laboratory results and communicate findings to patients or physicians.

5. What is the key to success when communicating with the public.

6. Share an experience you had in dealing with a difficult person and how you handled the situation.

7. Tell me how you organize, plan, and prioritize your work.

8. Tell me about an experience in which you analyzed information and evaluated results to choose the best solution to a problem.

9. Share an example of a time you had to gather information from multiple sources. How did you determine which information was relevant?

10. Please share an experience in which you presented to a group. What was the situation and how did it go?

11. How would you rate your writing skills? (Ask for an example that demonstrates great writing skills.)

12. Provide an example of a time when you were able to demonstrate excellent listening skills. What was the situation and outcome?

13. Provide an experience in which you were sensitive to someone's needs or feelings. How did your helpfulness affect your work environment?

14. Walk me through how you determine or coordinate treatment plans by requesting laboratory services,

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reviewing genetics or counseling literature, and considering histories or diagnostic data.

15. What have you found to be the best way to interview patients or review medical records to obtain comprehensive patient or family medical histories, and document findings?

16. Provide an example when you were able to prevent a problem because you foresaw the reaction of another person.

17. Share an example of when you went above and beyond the "call of duty". (Look for answers that show the candidate is dependable.)

18. Name a time when you provided patients with information about the inheritance of conditions such as breast, ovarian, prostate and colon cancer; cardiovascular disease; Alzheimer's disease; and diabetes.

19. What is the most challenging part of analyzing genetic information to identify patients or families at risk for specific disorders or syndromes? Share an example.

20. What have you found to be best method to write detailed consultation reports to provide information on complex genetic concepts to patients or referring physicians?

21. How do you stay up to date with current literature, talk with colleagues, or participate in professional organizations or conferences to keep abreast of developments in genetics?

22. Share an experience in which your attention to detail and thoroughness had an impact on your last company.

23. What is the most challenging part of assessing patients' psychological or emotional needs such as those relating to stress, fear of test results, financial issues, and marital conflicts to make referral recommendations or assist patients in managing test?

24. Provide a time when you were able to identify a complex problem, evaluate the options, and implement a solution. How did the solution benefit your employer?

25. Name a time when your patience was tested. How did you keep your emotions in check?

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26. Walk me through how you would explain diagnostic procedures such as chorionic villus sampling (CVS), ultrasound, fetal blood sampling, and amniocentesis.

27. Share an experience in which personal connections to coworkers or others helped you to be successful in your work. (Make sure candidate works well with others.)

28. Provide a time when you dealt calmly and effectively with a high-stress situation.

29. Share a time when you willingly took on additional responsibilities or challenges. How did you successfully meet all of the demands of these responsibilities? (Make sure the candidate is a self-starter and can demonstrate some initiative.)

30. Provide a time when you worked in a rapidly evolving workplace. How did you deal with the change? (Make sure the candidate is flexible.)