

# MEDICAL ASSISTANT STUDY GUIDE

## BASIC ANATOMY & MEDICAL TERMINOLOGY

- 1) Which of the following suffixes means "lack of strength"?
  - A. -algia
  - B. -tomy
  - C. -asthenia
  - D. -trophy
  - E. -phasia
- 2) The body cavity that contains the intestines is the
  - A. Thoracic
  - B. Spinal
  - C. Abdominal
  - D. Pleural
  - E. Peritoneal
- 3) The abbreviation *q.o.d.* as used in prescriptions, means
  - A. Every hour
  - B. Every two hours
  - C. Twice a day
  - D. Four times a day
  - E. Every other day
- 4) The pacemaker of the heart is the
  - A. Septum

# Amt Medical Assistant Study Guide

**Judd E. Hollander**



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*Lippincott Williams and Wilkins' Administrative Medical Assisting* Elizabeth A. Molle,Laura Southard Durham,2003-12-01 This text is designed to meet the needs of students in medical assisting who are studying the administrative portion of the curriculum as well as students in transcription coding and related programs This competency based textbook provides a wealth of guidance for administrative skills The text covers the front office topics scheduling billing coding bookkeeping office management and insurance issues Helpful pedagogy including Key Terms a Glossary and Critical Thinking Challenges familiarize students with the material and help with problem solving The ancillary package includes an Instructor s Resource Kit with an Instructor s Manual and Resource CD ROM as well as a student study guide Visit <http://connection.lww.com/go/molleadmin> for more information

*Clinical Procedures for Medical Assisting* Barbara Ramutkowski,2005 Clinical Procedures for Medical Assisting 2nd edition addresses the most current competencies for CMA certification CPR procedures coding and insurance billing requirements HIPAA regulations OSHA guidelines and clinical diagnostic testing such as hemoglobin A1c diabetes testing It also includes coverage of procedures and the coverage of Anatomy and Physiology is

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**Delmar's Clinical Medical Assisting** Wilburta Q. Lindh, Marilyn S. Pooler, 1998 Delmar's complete learning system prepares students to become multiskilled medical assistants for the 21st Century This new full color clinical medical assisting textbook is part of a dynamic learning system that includes study guide software workbook video series CD ROM and instructor support materials Together these learning tools integrate essential and advanced competencies set forth by the AAMA's role delineation study emphasizing clinical procedures interpersonal communications and changes in the health care setting including standard precautions and managed care The text is written not by just one or two individuals but by twenty talented experts who provide students with a thorough understanding of the clinical medical assisting fundamentals The entire learning system is complemented by Real life characters and scenarios from the field of medical assisting a feature not found in any other text

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*Kinn's The Administrative Medical Assistant - E-Book* Alexandra Patricia Adams, 2013-11-28 Prepare for a successful career in medical assisting Kinn's The Administrative Medical Assistant 8th Edition helps you learn the real world administrative skills essential to working in the health care office In depth coverage ranges from professional behavior and interpersonal skills to billing and coding electronic health records and management of practice finances Written by administrative medical assisting expert Alexandra Adams this classic resource also includes an Evolve companion website with exercises and activities videos review questions for the CMA and RMA certification exams and an interactive portfolio builder Step by step illustrated procedures make it easier to learn and understand medical assisting skills and include rationales for each step Threaded case scenarios let you develop critical thinking skills and apply concepts learned in each chapter to realistic administrative situations Study Guide includes a variety of exercises to test your knowledge and critical thinking skills case scenarios from the book and a Procedure Checklists Manual Sold separately Emergency Preparedness and Assisting with Medical Emergencies chapter prepares you

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activities at the end of every chapter help students measure their progress every step of the way      *Workbook to Accompany Thomson Delmar Learning's Administrative Medical Assisting* ,2006      **Medical Assisting Competencies** EMC/Paradigm Publishing,2002      Chronicle Financial Aid Guide ,2005      *Clinical Medical Assisting* Wilburta Q. Lindh,Marilyn S. Pooler,Carol D Tamparo, PhD, CMA-A,Barbara M. Dahl,Carol D. Tamparo,Lindh,Pooler,Dahl,2005-12 This Workbook is part of a dynamic learning system that helps reinforce the essential competencies needed to become a successful multiskilled medical assistant It will challenge you to apply the chapter information from Delmar s Clinical Medical Assisting Third Edition while employing critical thinking skills Delmar is a part of Cengage Learning

**Comprehensive Med Assisting Workbook 3e-Capps College (Spl)** Lindh,Pooler,Tamparo,2006-12



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