

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

**Elizabeth A. Molle, Laura Southard
Durham**

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Certification Exam Practice Test 1 Information about the AMT RMA exam Answers can be found at the end of each Work Area along with an explanation for trickier questions As before the questions are divided into the four Work Areas of the exam 1 Anatomy and Physiology 2 Administrative Medical Assisting 3 Clinical Medical Assisting 4 Clinical Patient Interaction To give you an idea of what the questions are like here are three questions from the book 1 What is the functional unit of the kidney a Loop of Henle b Glomerulus c Nephron d Glomerular tuft 2 Arrange these numbers in terminal digit order 64 10 10 83 61 03 37 28 11 a 83 61 03 37 28 11 64 10 10 b 83 61 03 64 10 10 37 28 11 c 37 28 11 64 10 10 83 61 03 d 64 10 10 37 28 11 83 61 03 3 Proctoscopy examines the a rectum b esophagus c small intestine d bladder ANSWERS 1 c Nephron 2 b 83 61 03 64 10 10 37 28 11 To arrange numbers in terminal digit order focus on the last digits of each sequence and organize them based on these last digits Since 03 is lower than 10 and 10 is lower than 11 the order is 83 61 03 64 10 10 and 37 28 11 3 a Rectum

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Pooler,Barbara M. Dahl,2005-12 ADMINISTRATIVE MEDICAL ASSISTING **Thomson Delmar Learning's Comprehensive Medical Assisting** Wilburta Q. Lindh,2006 This third edition is the most comprehensive and dynamic learning package on the market for Medical Assisting It boasts the most skills and procedures covered and includes key areas either not found or lightly touched on in other books such as History of Medicine Professional Procedures coverage of OSHA and CLIA and transcription All ABHES and CAAHEP competencies are covered The new edition maps to the latest CAAHEP Standards and Guidelines for Medical Assisting Educational programs and the ABHES Program Requirements and Curriculum Comprehensive Medical Assisting Administrative and Clinical Competencies provides more opportunity for critical thinking through case studies critical thinking questions scenarios and features tying to both of Delmar s Medical Assisting DVD series The book also emphasizes softer skills such as professionalism and practical skills including how to comply with HIPAA regulations and deal with privacy issues on the job Delmar is a part of Cengage Learning **Delmar's Clinical Medical Assisting-Im1 3e** Lindh,Pooler,Tamparo,2005-12 Includes Transition Guide from the 2nd edition to the 3rd edition Answer Key to Text Review Questions and Critical Thinking Questions Answers to Workbook Exercises Activities and Case Study Questions **Glencoe Administrative Procedures for Medical Assisting: A Patient-Centered Approach** Barbara Ramutkowski,Abdulai Barrie,Cindy Keller,Laurie Dazarow,Cindy Abel,1998-08-28 Students learn the skills necessary to become a multiskilled front office medical assistant All of the step by step procedures are fully illustrated so students can learn proper technique Trains students on medical office administrative procedures and equipment Each chapter begins with an outline of topics a list of chapter objectives key terms and a list of 1997 AAMA Role Delineation Study Areas of Competence covered in that chapter so students know where to focus their attention as they read and study

Questions and activities at the end of every chapter help students measure their progress every step of the way Medical Assisting Competencies EMC/Paradigm Publishing,2002 *Workbook to Accompany Thomson Delmar Learning's Administrative Medical Assisting* ,2006 **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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Table of Contents Amt Medical Assistant Study Guide

1. Understanding the eBook Amt Medical Assistant Study Guide
 - The Rise of Digital Reading Amt Medical Assistant Study Guide
 - Advantages of eBooks Over Traditional Books
2. Identifying Amt Medical Assistant Study Guide
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Amt Medical Assistant Study Guide
 - User-Friendly Interface
4. Exploring eBook Recommendations from Amt Medical Assistant Study Guide
 - Personalized Recommendations
 - Amt Medical Assistant Study Guide User Reviews and Ratings
 - Amt Medical Assistant Study Guide and Bestseller Lists

5. Accessing Amt Medical Assistant Study Guide Free and Paid eBooks
 - Amt Medical Assistant Study Guide Public Domain eBooks
 - Amt Medical Assistant Study Guide eBook Subscription Services
 - Amt Medical Assistant Study Guide Budget-Friendly Options
6. Navigating Amt Medical Assistant Study Guide eBook Formats
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 - Amt Medical Assistant Study Guide Enhanced eBook Features
7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Amt Medical Assistant Study Guide
 - Highlighting and Note-Taking Amt Medical Assistant Study Guide
 - Interactive Elements Amt Medical Assistant Study Guide
8. Staying Engaged with Amt Medical Assistant Study Guide
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Amt Medical Assistant Study Guide
9. Balancing eBooks and Physical Books Amt Medical Assistant Study Guide
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Amt Medical Assistant Study Guide
10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
11. Cultivating a Reading Routine Amt Medical Assistant Study Guide
 - Setting Reading Goals Amt Medical Assistant Study Guide
 - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Amt Medical Assistant Study Guide
 - Fact-Checking eBook Content of Amt Medical Assistant Study Guide
 - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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