Medical Assisting: Administrative and Clinical Procedures

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Administrative Procedures For Medical Assisting

Kathryn A. Booth, Leesa Whicker, BA, CMA, Terri D. Wyman

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Administrative Procedures for Medical Assisting Kathryn A. Booth, Leesa Whicker, Terri D. Wyman, 2024 Medical assisting is a rock solid career with a variety of essential tasks These tasks are always expanding and changing as the healthcare environment changes Learning these tasks and stacking them together can be a challenge The eighth edition is updated to help students as well as instructors learn these ever changing tasks and stay current in the health care environment McGraw Hill is committed to helping prepare students to succeed in their educational program and career by providing a complete and easy set of solutions for the educators of these programs. The following will give you a snapshot of some of the exciting solutions available with the eighth edition of Medical Assisting Administrative Procedures for your Medical Assisting course Instructors across the country have told us how much preparation it takes to teach medical assisting To help we have added more detailed information on how to organize and utilize the many available practice features and activities as well as a breakdown by Learning Outcomes for corresponding activities entitled the Comprehensive Asset Map located in the Instructor Resources portion of Connect Today's Medical Assistant Kathy Bonewit-West, BS, MEd, Sue Hunt, Edith Applegate, MS, 2015-10-13 Launch your career in medical assisting with Today's Medical Assistant Clinical AIDS Hepatitis latex glove allergies vital signs pediatrics immunization information IM injection theory child abuse colonoscopies IV therapy CLIA waived tests Unique learning aids throughout the book include procedure charting examples outlines detailed learning objectives and key terms for each chapter Highlight boxes What Would You Do What Would You Not Do boxes Patient Teaching boxes On the Web boxes Putting It All into Practice boxes Memories from Practicum boxes glossary of key terms Arsenal of engaging activities on the Evolve companion site gives users a fun way to practice their medical assisting knowledge Over 120 procedures give readers clear illustrated guidance on each step of every procedure The procedural videos on the Evolve companion site enable users to view the procedures in action 8th grade reading level makes material approachable and easy to understand for all types of readers Full color design makes the book visually stimulating NEW Chapter on nutrition underscores the CAAHEP curriculum's emphasis on nutrition by covering all of the latest nutritional information that pertains to today s medical assistants NEW Updated chapters on emergency preparedness and medical records ensure readers are up to date on the latest advances and rulings in these topical areas NEW Updated content aligned to the most recent CAAHEP and ABHES competencies ensures readers have the latest information needed to obtain employment and long term success on the job NEW Expanded resources on Evolve now include videos video evaluations and practice examinations for the CMA RMA CCMA and CMAA NEW Tie in with SimChart for the Medical Office links important text content to opportunities for hands on practice working on Elsevier's educational EHR NEW Updated photographs and illustrations give readers a closer look at today s most pertinent information and skills for the medical assistant NEW Expanded A P key terminology sections give readers ample terminology reinforcement including proper pronunciations

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