



Lippincott Williams & Wilkins' Medical Assisting Exam Review for CMA and RMA Certification

By Houser RN MSHA, Helen J.; Sesser BS RMA CMA, Janet R.

Lippincott Williams & Device! Summary: Unit I: The Starting Point Chapter 1: The Certification Process Chapter 2: Pretest and Analysis Chapter 3: Making Your Plan Unit II: General Knowledge Chapter 4: Law and Ethics Chapter 5: Medical Terminology Chapter 6: Anatomy and Physiology Chapter 7: Communication Chapter 8: Patient Education Unit III: Administrative Practice Chapter 9: Telephone Techniques and Technology Chapter 10: Appointment Scheduling Chapter 11: Medical Records Chapter 12: Correspondence Chapter 13: Medical Insurance Chapter 14: Medical Coding and Claims Chapter 15: Financial Practices Unit IV: Clinical Practice Chapter 16: Microorganisms and Asepsis Chapter 17: Patient Exams Chapter 18: Minor Surgical Procedures Chapter 19: The Electrocardiogram Chapter 20: Laboratory Procedures Chapter 21: Diagnostic Imaging and Radiation Therapy Chapter 22: Physical Modalities Chapter 23: Nutrition Chapter 24: Pharmacology and Medication Administration Chapter 25: Emergencies in the Medical Office Unit V: Exam Preparedness Chapter 26: Certification Exam Day Advice Practice Exam Answer Sheet Answers to the Pracice Exam Index.



Reviews

This pdf is wonderful. This can be for anyone who statte there had not been a well worth studying. You are going to like just how the writer write this pdf. -- Mrs. Adriana Schmidt V

Thorough information! Its this kind of good read. Yes, it is perform, continue to an amazing and interesting literature. It is extremely difficult to leave it before concluding, once you begin to read the book.

-- Loyal Grady