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Kinn's The Administrative Medical Assistant E-Book Deborah B. Proctor,Brigitte Niedzwiecki,Julie Pepper,Payel Madero,2016-05-13 Administrative Medical Assisting begins with Kinn Elsevier s Kinn s The Administrative Medical Assistant 13th Edition provides you with the real world administrative skills that are essential to working in the modern medical office An applied learning approach to the MA curriculum is threaded throughout each chapter to help you further develop the tactile and critical thinking skills necessary in today s healthcare setting Paired with our adaptive solutions EHR documentation ICD 10 coverage and detailed procedural videos you will learn the professional and interpersonal skills of modern administrative medical assisting Professionalism in applicable procedures teaches you how to properly interact with patients and coworkers Professional behavior boxes provide guidelines on how to interact with patients families and coworkers Step by step procedures explain complex conditions and abstract concepts Patient education and legal and ethical issues are described in relation to the Medical Assistant s job Critical thinking applications test your understanding of the content Threaded case scenarios help you to apply concepts to realistic administrative situations Portfolio builder helps you demonstrate proficiency to potential employers NEW Chapter on The Health Record reviews how you ll be working with a patient s medical record NEW Chapter on Technology in the Medical Office introduces you to the role technology plays in the medical office NEW Administrative procedure videos helps you visualize and review key procedures NEW Chapter on Competency Based Education helps you to understand how your mastery of the material will affect your ability to get a job Basics of Diagnostic Coding prepares you to use ICD 10 coding system **MGMA Connexion** ,2007 **Study Guide for Jones & Bartlett Learning's Comprehensive Medical Assisting** Judy Kronenberger,Julie Ledbetter,2020-04-21 Master your course with the practice and hands on activities that will help you get ready for the medical office In this new edition of Study Guide for Jones Bartlett Learning s Comprehensive Medical Assisting the exercises and activities align with the most current Medical Assisting Education Review Board MAERB of the American Association of Medical Assistants AAMA curriculum standards The Study Guide is divided into sections that coincide with the textbook and includes exercises that reinforce the knowledge and skills required of all Medical Assistants *HR Policies and Procedures Manual for Medical Practices* Phd Courtney Price,2014-06 In this updated edition of MGMA s popular HR resource you will receive guidance on developing policies and procedures and have access to more than 100 forms and policies that you can modify and use

Instructor's Manual to Accompany "Textbook for Medical Assistants" Julie B. Hosley,Elizabeth A. Molle-Matthews,Shirley A. Jones,1997

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