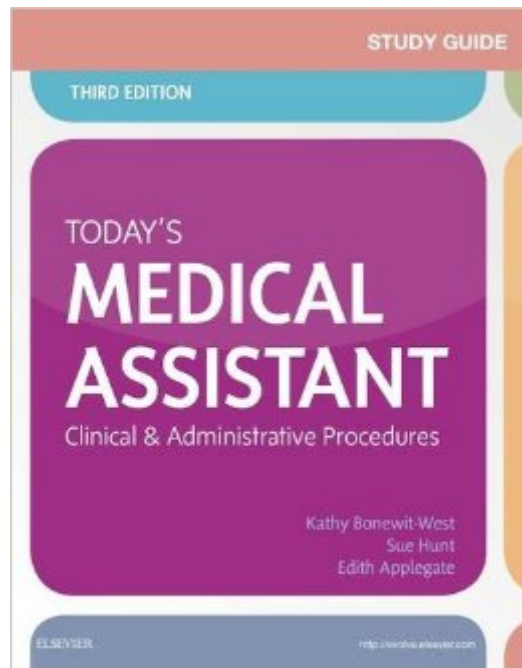


The book was found

# Study Guide For Today's Medical Assistant: Clinical & Administrative Procedures, 3e



## Synopsis

Corresponding to the chapters in the main Bonewit text, *Study Guide for Today's Medical Assistant, Clinical & Administrative Procedures, 3rd Edition* features a variety of practical exercises, activities, checklists, review questions, and more to help users master important medical assisting knowledge and skills. This comprehensive study guide has been thoroughly updated to reflect the 2015 CAAHEP competencies and key areas of practice, such as: electronic medical records, HIPAA regulations, advanced directives, emergency preparedness, ICD-10 coding, billing documentation, medical office technology, medical asepsis, vital signs, pediatric immunizations and injections, colonoscopy procedures, IV therapy, and CLIA waived tests. Consistent, meticulous study guide coverage aligns seamlessly with the main Bonewit text and all other Bonewit solution learning products. Evaluation of Competency checklists assess readers'™ performance versus stated objectives and performance standards. Critical thinking activities encourage readers to think outside the box and imagine what they would do in real-life situations. Laboratory assignments at the beginning of each chapter give readers a guide on each chapter's™ procedures, including guidelines on how many practices are required, which study guide pages correlate to the procedure, and which procedures are also in the procedural videos. Key term assessment tests readers'™ knowledge of the terms presented in the main text. Evaluation of Learning questions assess readers'™ progress and are an excellent tool to prepare for the certification exam. Practice for Competency checklists help readers practice each of their clinical skills. Pharmacology math exercises give readers a chance to practice their basic math skills in a way that relates to their future job. Chapter assignment tables at the beginning of each chapter guide readers through the textbook and study guide chapters, and provides a great tracking device for recording progress of textbook reading assignments and study guide activity assignments. NEW! Updated material aligned to most current CAAHEP and ABHES competencies ensures success and employability for today's™ medical assistants. NEW! Material from the chapter on nutrition is also incorporated into the accompanying study guide material. NEW! Updated content on emergency preparedness and medical records ensure readers are up-to-date on these key topics. NEW! Application to SimChart for the Medical Office where appropriate allows readers to prepare for the real world by working on Elsevier's™ own educational EHR.

## Book Information

Paperback: 1440 pages

Publisher: Saunders; 3 edition (October 14, 2015)

Language: English

ISBN-10: 0323311288

ISBN-13: 978-0323311281

Product Dimensions: 2.2 x 8.5 x 10.8 inches

Shipping Weight: 6.2 pounds (View shipping rates and policies)

Average Customer Review: 3.0 out of 5 stars [See all reviews](#) (1 customer review)

Best Sellers Rank: #19,093 in Books (See Top 100 in Books) #25 in [Books > Textbooks >](#)

[Medicine & Health Sciences > Allied Health Services > Medical Assistants](#) #28 in [Books >](#)

[Medical Books > Allied Health Professions > Medical Assistants](#) #5977 in [Books > Reference](#)

## Customer Reviews

This study is okay only if you have the textbook too. After using a few chapter of this study guide, I stop using it. I found mistakes/missprint in this study guide and I also don't like that it has no answers for the questions. Unless you have the textbook, you can look up or find answers to the questions in this study guide. But even with the textbook, sometimes you will doubt yourself and want to see the answers and compare, which in not possible. I have the textbook and I'm good studying by myself so this guide is okay for me. But I can't like it pass better than okay since I found quite a few misprint in it.

[Download to continue reading...](#)

Study Guide for Today's Medical Assistant: Clinical & Administrative Procedures, 3e Today's Medical Assistant: Clinical & Administrative Procedures, 3e Today's Medical Assistant: Clinical & Administrative Procedures, 2e Medical Assistant Exam Strategies, Practice & Review with Practice Test (Kaplan Medical Assistant Exam Review) Kinn's The Medical Assistant: An Applied Learning Approach, 11e (Medical Assistant (Kinn's)) The Administrative Professional: Technology & Procedures (Advanced Office Systems & Procedures) Essential Clinical Procedures: Expert Consult - Online and Print, 3e (Dehn, Essential Clinical Procedures) Delmar's Comprehensive Medical Assisting: Administrative and Clinical Competencies (with Premium Website Printed Access Card and Medical Office Simulation Software 2.0 CD-ROM) Starting Meetings of Administrative Professionals: 52 Tips for Planning, Conducting, Leading and Facilitating Successful Meetings of Your Administrative Support Staff Study Guide for Clinical Procedures for Medical Assistants, 9e Competency Manual for Lindh/Pooler/Tamparo/Dahl/Morris' Delmar's Comprehensive Medical Assisting: Administrative and Clinical Competencies, 5th The Administrative Dental Assistant, 4e Student Workbook for The Administrative Dental Assistant, 4e Administrative Assistant's and

Secretary's Handbook The Patient's Medical Journal: Record Your Personal Medical History, Your Family Medical History, Your Medical Visits & Treatment Plans Virtual Assistant Assistant: The Ultimate Guide to Finding, Hiring, and Working with Virtual Assistants: Expanded and Updated for 2016 Take a Leap of Faith And Start a Virtual Assistant Business: Your Guide to Establishing a Successful Business As a Virtual Assistant Procedures & Theory for Administrative Professionals The Administrative Professional: Technology & Procedures, Spiral bound Version The Administrative Professional: Technology & Procedures (with CD-ROM)

[Dmca](#)