

Today's Medical Assistant Clinical Administrative Procedures 1e

[#medical assistant](#) [#clinical procedures](#) [#administrative procedures](#) [#MA training](#) [#healthcare career skills](#)

This comprehensive resource delves into the core clinical and administrative procedures vital for today's medical assistant. Designed to equip learners with essential skills, it covers everything from patient care protocols to intricate office management, providing a strong foundation for a successful and dynamic career in the healthcare field.

Each article has been reviewed for quality and relevance before publication.

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Today's Medical Assistant Clinical Administrative Procedures 1e

CMA Medical Assistant Practice Test for Administrative Knowledge 2023 (50 Questions with Answers) - CMA Medical Assistant Practice Test for Administrative Knowledge 2023 (50 Questions with Answers) by All CMA 6,042 views 1 year ago 45 minutes - Test your **administrative**, knowledge and get ready for the CMA exam with our Practice Test. The test assesses your knowledge of ...

Intro

The practice of one insurance company working with other insurance plans to determine the amount each will pay when a patient has more than one insurance plan is referred to as

Recording financial transactions in a bookkeeping or accounting system is called

Which appointment scheduling technique determines the number of patients to be seen each hour by dividing the hour by the length of the average visit?

Which of the following filing steps includes ensuring that the appropriate people have taken action on a document before filling it?

Another name for a reminder file is alan

Which of the following is NOT a true statement about the Health Information Technology for Economic and Clinical Health (HITECH) Act of 2009?

The portion of salary held back from payroll checks for paying government taxes is known as the

In a letter written in block format, the salutation is followed by a

Which of the following concerns have providers raised about the use of EHRs and the required data entry they must complete?

The dimensions of the envelope most frequently used in office correspondence are

Account aging receivable

A system used in emergency centers but not used in private practices is

Appointments that are anticipated to require more time should be scheduled

For a tickler file to work effectively, it must be

When requesting payment from a patient who arrives at check-in for an office visit, which of the following statements would be most appropriate?

Which of the following activities should be integrated in an effective electronic management system?

A spreadsheet is a type of

First-class mail is classified as

In written communication, the most important issue to take into consideration is

Which of the following does NOT refer to a managed care organizational model?

The federal government offered incentives to support what aspect of implementation of electronic health records (EHRs)?

Which of the following represents an important way to maintain the security and integrity of an EHR?

When revising the policies and procedures manual, the medical assistant needs to FIRST

Leaving large, unused gaps in the physician's schedule is
 The correct order of filing units for Anise K. Strong-Morse Mrs. Adam H.
 What should the medical assistant do if a patient misses an appointment?
 Referrals to outside physicians or specialists must be entered into the
 Which of the following is a trial balance?
 A new patient must provide all of the following information EXCEPT
 For a medical office to run smoothly, each employee must
 Which insurance carriers would the medical assistant enter into the database?
 Checks and cash from a medical practice should be deposited in the bank
 The type of scheduling where patients arrive at their own convenience is
 Which of the following is NOT a true statement about workers' compensation?
 SOAP refers to
 When transcribing material from recorded dictation, what should the medical assistant do if a word is unclear?
 Cycle billing is a system of billing
 When a patient claim is covered by Medicare Part B, Medicare pays what proportion of the allowable charge for physician services?
 It would be appropriate to send which of the following to a patient via email?
 When scheduling an appointment by telephone, what is the MOST important step the medical assistant should take before hanging up?
 Which of the following items facilitates communication in the medical office?
 How often should the policy and procedures manual be updated?
 When preparing business correspondence, the first step is to
 The unethical practice of deliberately coding a patient encounter incorrectly in order to increase reimbursement is called
 Before scheduling an appointment with a specialist, the medical assistant must
 The process of converting descriptions of diseases, injuries, and procedures into numerical designations is termed
 Medicare is a federally funded entitlement insurance program for
 Which of the following choices describes time-specified scheduling?
 All of the following are benefits of using patient portals as personal health records (PHRs) EXCEPT
 Which postal class would the medical assistant use to send a monthly newsletter to all patients in the practice?
 CMAA Exam Practice Pt. 1 | Certified Medical Administrative Assistant Review | NHA CMAA Study Guide - CMAA Exam Practice Pt. 1 | Certified Medical Administrative Assistant Review | NHA CMAA Study Guide by Medical Assisting with Ms. K 60,888 views Streamed 2 years ago 47 minutes - Are you studying for the CMAA ücertificationü examü? Let's go through some questions together. If you have any questions or ...
 Introduction
 Which of the following should a CMAA take before closing the office?
 A patient needs an EKG for rapid heart rate. Which of the following should be recorded as the reason?
 Which of the following is an abbreviation for a type of insurance?
 What's the next step when you've received a patient's results?
 What is the purpose of the Encounter Form? A. To establish financial responsibility
 Out-of-pocket expense that must be paid before an insurance company begins to pay out benefits A. Deductible
 medical necessity on a claim form? A. Diagnosis code
 Which claim form is used for inpatient services? A. CMS-1500
 Medical term for abdominal wall A. Gastro
 Medical term for hypertension
 Which of the following info is on an EOB?
 What is the purpose of a matrix?
 Which of the following is within the scope of a CMAA when it comes to handling specimens?
 Which part of Medicare covers both inpatient and outpatient services?
 The CMAA's role in the auditing process
 Which of the following greetings is written correctly?
 Maximum allowable time from the date of service that a claim can be submitted to Medicare
 Medical Assistant Practice Test for Administrative Knowledge 2023 (50 Questions with Answers) -

Medical Assistant Practice Test for Administrative Knowledge 2023 (50 Questions with Answers) by All CMA 6,841 views 1 year ago 45 minutes - This **medical assistant administrative**, knowledge practice test is designed to help prepare you for the 2023 **medical assistant**, ...

Intro

The term "debit" means

The body of an email communication should

Under which of the following systems are two patients scheduled for the same appointment time?

Referrals are given to which of the following patients?

Computer systems can do all of the following medical office tasks EXCEPT

The billing schedule is often determined by

All money owed by the practice to other businesses is called

All of the following documents should be shredded prior to disposal EXCEPT

Flexible office hours occur most often

POMR is the abbreviation for

Petty cash may be used

After opening the mail, a medical assistant should

When removing a record from the file cabinet, which of the following items should the medical assistant put in its place?

When a patient has to cancel an appointment, the medical assistant should

To verify identity, the medical assistant should request the patient's

Which of the following is an acceptable form of payment for a patient visit?

The patient pays a copayment

Which of the following is the most secure way to mail something through the United States Postal Service?

Which of the following is a key element of Promoting Interoperability?

Which of the following is an accurate statement about the implementation of the ICD-10 coding system?

Which of the following is computer hardware?

Wave scheduling works best when used in which of the following types of offices?

Which of the following systems divides the patients of a practice into groups and bills each group at a different time of the month?

How frequently should the medical assistant renew on-call repair service contracts?

The ICD-10 system of classifying diseases into categories was devised by what organization?

Which of the following terms refers to the actual daily recording of the accounts or business transactions of the medical office?

If the medical office has a patient who is always late for appointments, the best time to try to book this patient is

Oversight of the patient may include monitoring care, facilitating referrals, and serving as a point of contact. In the Patient-Centered Medical Home model, a medical assistant who takes on responsibility for these elements is acting in

A patient has paid for an office visit with cash. Which statement best reflects what the medical assistant should do?

An itemized document that details the services delivered to patients is called a/an

When scheduling, the medical assistant should ask the patient the purpose of the visit

Which of the following BEST describes the intent of the move to the ICD-10-CM system in the United States?

The claim form that is accepted by most insurance carriers is a/an

The information entered on claims is called

All of the following are principles of the AAMA's code of ethics EXCEPT

Which of the following is NOT a section of the CPT book?

Which of the following types of incoming mail should the medical assistant attend to first?

Which of the following statements is NOT true about a typical purchasing procedure in a medical office?

Lack of payment is usually not considered serious until after

Which of the following methods is used to correct a written error in patient documentation?

Which type of check is frequently used for payroll because it itemizes the purposes of the check and deductions?

It will be most difficult to collect past due accounts from

Which of the following systems bills all accounts at the same time each month?

The medical assistant should ensure the healthcare provider has room for which of the following each day?

In which of the following locations should file drawers be labeled?

The ICD-10-PCS procedure codes are to be used only in what setting?

Which of the following documents is the record of a professional meeting?

Which of the following should NOT be included in a job description?

A physical inventory of office equipment should be taken

Examining a document for damage before filing it is an example of which of the following filing steps?

Medical Assistant Practice Test 2023 (100 Questions with Explained Answer) - Medical Assistant

Practice Test 2023 (100 Questions with Explained Answer) by All CMA 92,387 views 1 year ago 1 hour, 22 minutes - Get ready for your **medical assistant**, certification exam with our 2023 practice test. Our test includes 100 questions with ...

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Administrative Medical Assistant (vs Clinical Medical Assistant) Which is Best For Me? - Administrative Medical Assistant (vs Clinical Medical Assistant) Which is Best For Me? by Medical Assisting with Ms. K 2,200 views 8 months ago 4 minutes, 30 seconds - For questions or video suggestions, feel free to comment below or email KHeartCPR@gmail.com Get your scrubs ...

Appointment Types | CMAA & CCMA Review | Clinical Medical Assisting and Medical Office Assisting - Appointment Types | CMAA & CCMA Review | Clinical Medical Assisting and Medical Office

Assisting by Medical Assisting with Ms. K 11,022 views 2 years ago 36 minutes - In this video, I go over managing appointments as well as the appointment types you must know for the CMAA, CCMA, CMA, and ...

Introduction

Introduction

Appointment Scheduling Systems (cont'd.)

Types of Scheduling (cont'd.)

Checkpoint Question

Factors that Affect Scheduling (cont'd.)

Scheduling Guidelines (cont'd.)

Patient Reminders (cont'd.)

Adapting the Schedule (cont'd.)

Cancellations (cont'd.)

Making Appointments for Patients in Other Facilities (cont'd.)

Clinical Medical Assisting vs Administrative Medical Assisting: Which is right for ME? | Q & A - Clinical

Medical Assisting vs Administrative Medical Assisting: Which is right for ME? | Q & A by Medical Assisting with Ms. K 1,365 views Streamed 1 year ago 29 minutes - I get this question all the time so I'm hoping this video will help you decide whether you want to be on the **clinical**, side of **medical**, ...

Clinical Medical Assistant, versus **Administrative**, ...

Vital Signs

Checking Patients in and Out

Checking Patients Out

Urine Test

Fecal Occult Tests

What Are Fecal Occult Tests

Sorting and Distributing Mail

Assisting with Minor Surgical Procedures

Administering Certain Medications

To Take the NHA Exam Do You Have To Complete the Externship First or Can I Schedule It When I

Complete the Book Work

CCMA Exam Practice Pt 1 | Certified Clinical Medical Assistant Exam Review | NHA CCMA Study Guide - CCMA Exam Practice Pt 1 | Certified Clinical Medical Assistant Exam Review | NHA CCMA

Study Guide by Medical Assisting with Ms. K 149,287 views Streamed 1 year ago 1 hour, 13 minutes - Are you studying for NHA's CCMA exam? Let's go over some practice questions together! If you are taking the RMA or CMA exam, ...

Intro

Question 1 CPT Code

Question 3 Glucose Code

Question 4 Category 2 Codes

Question 7 Heat Stroke

Question 9 Antitussive

Question 10 biohazard

Question 11 scheduling

Question 12 referral

Question 13 disposal

Question 14 halter monitoring

Question 15 Psoriasis

Question 16 Physical Examination

Question 17 Documents

Question 18 Injection

Question 19 Administration

Questions to ask at the End of an Interview - Questions to ask at the End of an Interview by Life Work Balance 1,733,598 views 3 years ago 7 minutes, 19 seconds - Questions to ask in a job interview: there are three different types of questions you should ask during a job interview. Watch this ...

1. Culture 2. Role-specific

CULTURAL BASED QUESTIONS

ROLE-SPECIFIC QUESTIONS

HESITATION QUESTIONS

Town Council Meeting - March 18, 2024 - Town Council Meeting - March 18, 2024 by Wethersfield Government Access TV 861 views Streamed 3 days ago 3 hours, 49 minutes - TOWN COUNCIL Monday, March 18, 2024 7:00 PM Town Council Chambers, 505 Silas Deane Highway A. Pledge of Allegiance ...

How I passed my Medical Assistant Exam |Exam review 2021 |Medical Assistant Series + giveaway winner - How I passed my Medical Assistant Exam |Exam review 2021 |Medical Assistant Series + giveaway winner by LifewithAngelica 57,807 views 3 years ago 11 minutes, 48 seconds - Welcome to the **Medical assistant**, Diaries; throughout this series, we are going completely transparent so we can all reach our ...

Intro

Giveaway winner

Exam company

Study guides

Quizlet

Study Guide

How I used the Study Guide

How I used flashcards

3 Steps to Answer Tell Me About Yourself - Example included! - 3 Steps to Answer Tell Me About Yourself - Example included! by Self Made Millennial 1,714,633 views 3 years ago 11 minutes, 28 seconds - Ace your next interview! 3 **Steps**, to Answer Tell Me About Yourself - Example included! // "Tell me about yourself," is one of the ...

CCMA Exam Practice Part 10 - CCMA Exam Practice Part 10 by Medical Assisting with Ms. K 9,315 views Streamed 3 months ago 1 hour, 23 minutes - For questions or video suggestions, feel free to comment below or email KHeartCPR@gmail.com If you'd like to buy me a coffee: ...

What does a Medical Assistant Do? Roles, Duties & Job of a Medical Assistant Explained - What does a Medical Assistant Do? Roles, Duties & Job of a Medical Assistant Explained by Certified Success 28,730 views 1 year ago 10 minutes, 56 seconds - ===== What Does a **Medical Assistant**, Do - Day-To-Day Duties Alright, **today**, we have Nancy taking the lead here, and this ...

CLINICAL MEDICAL ASSISTANT

ADMINISTRATIVE MEDICAL ASSISTANT ROLE

PERFORM EXTRA PROCEDURAL TESTING

VISUAL ACUITY

ADMINISTRATIVE CLINICAL DUTIES

INSURANCE VERIFICATION PROGRAM

ATTENTION TO DETAIL

BEING ACCOUNTABLE

HIGH SCHOOL DIPLOMA OR GED

FREE MASTERCLASS

MEDICAL ASSISTANT Interview Questions and Answers! - MEDICAL ASSISTANT Interview Ques-

tions and Answers! by CareerVidz 142,430 views 4 years ago 9 minutes, 58 seconds - LIST OF MEDICAL INTERVIEW QUESTIONS Q. Introduce yourself and tell me why you want to become a **Medical Assistant**,?

Introduction

Interview Question 1

Interview Question 2

Interview Question 4

Outro

DAY IN THE LIFE OF A HOSPITAL UNIT SECRETARY - DAY IN THE LIFE OF A HOSPITAL UNIT SECRETARY by Roneeshah Budgets 26,276 views 2 years ago 10 minutes, 11 seconds - Hey everyone ! I am still very new to youtube and editing, I hope the words on the screen did not bother anyone and that the video ...

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Top 5 Pros & Cons of Being a Medical Assistant | Is it Worth It? - Top 5 Pros & Cons of Being a Medical Assistant | Is it Worth It? by Certified Success 13,360 views 1 year ago 11 minutes, 28 seconds - ===== Is it Worth Being a **Medical Assistant**,? - Pros & Cons Whenever someone is looking to start a new career, there's one ...

FLEXIBILITY

JOB SECURITY

ENTRY POINT

BEING ON THE FRONT LINE OF THE HEALTHCARE INDUSTRY

RIGHT TRAINING

How To Check Manual Blood Pressure | Easy Blood Pressure Tutorial For Medical Assistants - How To Check Manual Blood Pressure | Easy Blood Pressure Tutorial For Medical Assistants by Medical Assisting with Ms. K 713,168 views 1 year ago 6 minutes, 58 seconds - How do you check manual blood pressure? I show you how in this video. I also teach you how to read a sphygmomanometer. Ch. 1 - The Medical Assistant - Ch. 1 - The Medical Assistant by Kerra Hines 5,420 views 3 years ago 15 minutes - Recorded with <https://screencast-o-matic.com>.

The Medical Assistant

The Role of the

To become a successful medical assistant you must

Scope of practice

Titles and Credentials

Physicians

CMAA Exam Practice Pt 2 | Certified Medical Administrative Assistant Review | CMAA Study Guide - CMAA Exam Practice Pt 2 | Certified Medical Administrative Assistant Review | CMAA Study Guide by Medical Assisting with Ms. K 31,898 views Streamed 1 year ago 57 minutes - Are you studying for NHA's CMAA exam? Let's go over some practice questions together! For questions or video suggestions, feel ...

Introduction

A patient cannot receive an influenza vaccine due to his egg allergy. The assistant should recognize this as a/an...

Which of the following is an eligibility requirement for Medicaid?

When writing an email, which of the following is the purpose of using the Bcc option?

A patient pays \$30 every time he sees and specialist. This is which of the following types of payments?

Altering notes in a patient's medical record to justify medical necessity for payment is considered which of the following A. Negligence

Which of the following prevents overlapping payments by an insurance company?

Which of the following types of insurance plans was developed to provide affordable, comprehensive, prepaid healthcare to policyholders?

Which of the following documents identifies what procedures are allowed if a patient becomes unable to communicate medical decisions?

What is the main purpose of a day sheet?

An emancipated minor is scheduled for amniocentesis. Which of the following consents need to be signed? A. Implied

Which action should you take when collecting money from a patient?

Which of the following lists frequently-used diagnosis and procedural codes in one place for easy access?

Scheduling all well-child visits on Tuesday and Thursday mornings is an example of which type of scheduling?

You are scheduling a patient for an electroencephalogram. Which is the following statements by you is appropriate?

CCMA - Certified Clinical Medical Assistant | All You Need To Know - CCMA - Certified Clinical Medical Assistant | All You Need To Know by Certified Success 6,275 views 9 months ago 6 minutes, 53 seconds - ===== NHA CCMA - Exam Tips, Study Guide, How To Pass the CCMA Exam One of the biggest and most prestigious exams ...

Intro

Overview

Certification

Next Steps

CCMA Exam Practice Part 5 | Certified Clinical Medical Assistant Exam Review - CCMA Exam Practice Part 5 | Certified Clinical Medical Assistant Exam Review by Medical Assisting with Ms. K 37,550 views Streamed 1 year ago 1 hour, 50 minutes - For questions or video suggestions, feel free to comment below or email KHeartCPR@gmail.com Get your scrubs ...

Tips

Question One

Assault

Know the Colors of the Leads

Which of the Following Actions Should the Inmate Take When Performing a Septic Hand Washing

Septic Hand Washing

Cephalic Vein

Median Cubital Vein

Informed Consent

Seizure

Measure the Patient's Height

Partial Thickness Burn

Positions Is Appropriate for Pelvic Exam

Prone

Stool Specimens

Dissecting Instrument

Thumb Forceps

Gastro

Printable Study Guide

Administrative and Clinical Skills of a Medical Assistant - Administrative and Clinical Skills of a Medical Assistant by Medical Assistant 265 views 3 years ago 3 minutes, 48 seconds - Knowledge, Skills, and Responsibilities of the **Medical Assistant**,. Differentiate **Administrative**, and **Clinical**, skills of a Medical ...

Introduction

Administrative Skills

Clinical Skills

Conclusion

CMAA exam practice pt 5 | Open ended questions | Certified Medical Administrative Assistant Review - CMAA exam practice pt 5 | Open ended questions | Certified Medical Administrative Assistant Review by Medical Assisting with Ms. K 11,890 views Streamed 1 year ago 59 minutes - For questions or video suggestions, feel free to comment below or email KHeartCPR@gmail.com In need of a 30-minute **1**,-on-**1**, ...

What document identifies what procedures are allowed if a patient is no longer able to make medical decisions?

Advance Directive

Falsifying notes in a medical record is an example of what?

Remittance Advice

What should you do if a patient comes to your desk while you are on the phone with a patient?

What program would an MOA use to create a database?

What program would an MOA use to create a spreadsheet?

What program would an MOA use to create a letter?

Microsoft Word

What program would an MOA use to schedule meetings and send emails?

Microsoft Outlook

Participating provider- a provider who is in contract/in network with a third party payer (insurance company)

True or false? Petty cash can be used to buy office furniture

What's the first thing an MOA should do when pulling charts for the day?

Review the day's schedule.

What is hyperlipidemia?

High concentrations of fat and lipids in the blood (high cholesterol)

Which part of Medicare covers prescriptions?

Medicare Part D

True or False? It is within an MOA's scope to sign a referral letter to another provider?

What form is used for billing purposes and is attached to the patient's chart for the provider to complete? Has pre-printed CPT and DX codes.

Encounter form (aka superbill)

What form lists all of a patient's charges and payments and is kept in their medical record?

Patient Ledger

What form lists a practice's charges and payments for the day?

Daily log/daysheet

What time of day should you schedule a patient who needs to fast for 8-12 hours prior to the appt?

Who is eligible for Medicaid?

Low income/under-served

Who is eligible for Medicare?

Copayment

What a patient must pay out of pocket before insurance starts to pay...

Coinsurance

Determining which insurance is primary, secondary, or tertiary is referred to as...

Coordination of benefits

How many provisions does HIPAA have and what are they?

Two provisions- Portability and Accountability

What form does a patient sign to give permission to the provider to bill his/her insurance?

Assignment of benefits

Medical Assistant Practice Test for Clinical Competency 2023 (50 Questions with Explained Answers)

- Medical Assistant Practice Test for Clinical Competency 2023 (50 Questions with Explained Answers) by All CMA 11,881 views 1 year ago 53 minutes - Welcome to **Medical Assistant**, Practice Test for **Clinical**, Competency. This video is designed to give you a comprehensive ...

Welcome to our CMA Clinical Competency Practice Test!

Sterilization means that

Using a tape measure to evaluate the head and chest circumference of an infant is called

What is the maximum time allotted for a collected blood sample to sit in a serum separator tube before being centrifuged?

A medical assistant is giving a DPT injection to a six-month-old infant. The assistant would give the injection at which of the following sites?

Which of the following actions should the medical assistant take to ensure disposable thermometers are ready for an exam?

What information will not be found in the medical record of a patient?

If the physician is going to do a Pap smear, the medical assistant should have which the following equipment available?

Emergency treatment for a second-degree burn would include

Evaluation of the spinal column is accomplished easily from which of the following positions?

To respect the patient's privacy while obtaining information about their history, you should

Which of the following terms is defined as the concentration at which a substance in the blood, not normally excreted by the kidney, begins to appear in the urine?

The patient is having occult blood in the stool caused by a medication that they are taking. Which of the following medications would you suspect?

To correctly treat an adult with a foreign body airway obstruction, the medical assistant should first

The Ishihara test is used to diagnose

A nonsterile item is accidentally added to a sterile field being prepared for the suture of a skin laceration. Once the medical assistant discovers this, they should

The process used to wash and remove tissue from medical instruments is called

Which of the following is the maximum amount of time a tourniquet should remain on the patient's arm during the performance of a routine venipuncture?

In a large-scale national disaster or disease outbreak, which of the following considerations should be taken into account by a medical practice office?

Employment, use of tobacco and alcohol, and exercise habits are listed in which of the following sections of the patient's chart?

If your patient is being treated for a severe upper respiratory infection, which of the following medications would you NOT expect to see ordered?

The microscope condenser is responsible for

You should suspect that a patient may be having a heart attack if the patient is complaining of

When drawing multiple tubes of blood via venipuncture, what is the correct order of draw based on colored stoppers?

Which of the following is a CLIA-waived (low complexity) test?

Normal respiratory rate for an adult is

After drying and removing packs from the autoclave, the FIRST thing that you should do is

Which of the following medications would NOT be ordered for an elderly patient with cardiovascular disease?

To be prepared for an office emergency, the medical assistant should

Examples of a bandage include

Which one of the following tests is used to determine the best antibiotic to treat a condition?

A "blind" weight is done on a patient by

An effective way to handle patient emergencies in a medical practice office is to take which of the following steps in advance?

In the event of a large-scale act of bioterrorism, which of the following steps would NOT be an approach to be used by a medical office practice?

Snellen testing results give information about

Which of the following emergency situations should receive the first priority?

The medical assistant's role in obtaining informed consent is

To remove sutures, the medical assistant should have a tray with instruments that should include

When there is an unidentified clear liquid on the floor of the exam room after a patient has left the room, the medical assistant should

A viral infection

Factors that affect the action of drugs include all EXCEPT

When checking supplies in the office, the medical assistant notices that the hemostats in the cupboard were autoclaved 28 days ago. The medical assistant would

Symptoms of insulin shock include

Which of the following steps helps ensure smooth operation in the medical office during a patient emergency?

Prior to administration of a local anesthesia, the medical assistant should

The knee-chest position is used for

Which of the following positions should the patient be in for a vaginal exam?

The FIRST thing a medical assistant should do when coming across an adult who is not responsive is

When checking the sterile supplies in the office, the medical assistant should

Sterile technique must be used when

How to Access the CCMA and CMAA Study Guide on the NHA Website - How to Access the CCMA and CMAA Study Guide on the NHA Website by Medical Assisting with Ms. K 6,521 views Streamed 1 year ago 5 minutes, 49 seconds - I've gotten a few emails/comments asking how to access the study guides on NHA's website so I decided to do a quick video.

Certified Medical Administrative Assistant Training - Certified Medical Administrative Assistant Training by Dr. Lisa L Campbell® 14,353 views Streamed 2 years ago 45 minutes - Day 1,-Scheduling.

Scheduling Topics

Computer Schedules

Book Schedules

Types of Booking

Scheduling Needs

Appointment Protocols
Preventing & Documenting No-Shows
Arranging Diagnostic Tests
Confirming Future Appointments
Next Steps & Things to Do
MEDICAL ASSISTANT Day in the Life! | Dermatology office, daily tasks, how to become an MA & more! - MEDICAL ASSISTANT Day in the Life! | Dermatology office, daily tasks, how to become an MA & more! by Rachel Vinn 219,587 views 1 year ago 19 minutes - **#medicalassistant**, #dayinthelife #rachelvinn #dermatology.
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