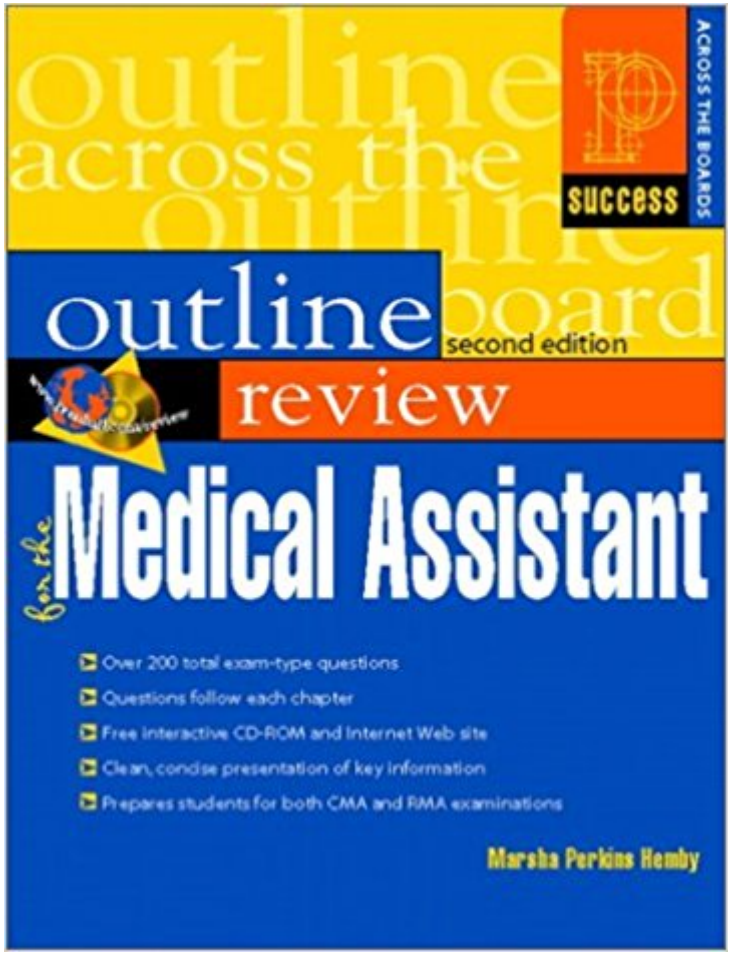
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Prentice Hall Health Outline Review For The Medical Assistant (2nd Edition)



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Synopsis

This easy-to-follow reference guide provides users with an outline format of critical areas of medical assisting. A valuable resource for medical office personnel, it contains numerous explanations, key terms, questions and answers, and illustrations. Chapter topics include anatomy and physiology, professionalism, patient communication, medical law, written communication, office equipment, medical records, appointment processes, office management, health insurance, infection control, and emergencies and first aid. For lab assistants, medical assistants, insurance clerks, medical secretaries, and receptionists.

Book Information

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chair of the medical assisting department at Pitt Community College in Greenville, NC, where she has been teaching since 1972. About the Series Success Across the Boards is a study system that revolutionizes exam preparation for a variety of health care professions. By integrating interactive technology with authoritative content and realistic sample test questions, Outline Review for the Medical Assistant will help you join the many others who have used these materials to achieve success on the boards. The series is comprised of test preparation resources for the following health care professions: Dental Hygiene Medical Assisting Nursing Phlebotomy Emergency Medical Services

MARSHA PERKINS HEMBY, BA, RN, CMA, is chair of the medical assisting department at Pitt Community College in Greenville, NC, where she has been teaching since 1972.

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these horribly long words. Prentice Hall I am disappointed in your incomplete product.

I thought this book is outdated, in many ways. Most clinics and hospital have electronic medical records. Not paper so the whole chapter about order with medical records is outdated. I would have ordered a used book if I knew it was going to be this outdated.Dana Wilson

Informative about the topics covered though I wish it could have been more so with other skills. It is to hard to see some of the writing around diagrams and I could only get one image to appear on the disk provided with the book. I just thought it would be a bit more modern in structure. I feel this book is helpful for a start into medical assisting but not complete enough. Cindy

The workbook is useful and simple to use, however, the cd/dvd which is used to accompany the workbook is very tempermental. It doesn't appear to be compatible with Windows Vista and while it sometimes works with Windows XP, it does occasionally have to be unistalled and reinstalled as it keeps coming up with errors (something do to with specific fonts which the program requires, but which don't seem to be readily availble or already installed on Windows XP.)

My daughter loves this book,

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