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master the clinical and administrative competencies you need to succeed as a medical assistant kinn s medical assisting fundamentals 2nd edition covers the administrative and clinical knowledge skills and procedures that are essential to patient care a reader friendly approach and focus on foundational content including medical terminology anatomy and physiology basic math calculations and soft skills provide a solid foundation for the key skills and procedures at the heart of medical assisting practice an applied learning approach organizes content around realistic case scenarios the 2nd edition adds coverage of intravenous procedures catheterization and limited scope radiography to address competencies approved in many states this practical text will prepare you to launch a successful medical assisting career easy to understand writing style is appropriate for all levels of learners in all types of medical assisting programs emphasis on foundational content includes in depth coverage of anatomy and physiology medical terminology basic math calculations and job readiness to build a strong base of knowledge illustrated step by step procedure boxes demonstrate how to perform and document key administrative and clinical skills content supports medical assisting certification test plans to help you prepare for board examinations real world scenario in each chapter presents a situation for you to follow as you read through the material helping you understand and apply key concepts as they are presented learning features include key terms and definitions being professional boxes study tips critical thinking exercises and review and summary sections all focusing on developing the

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with this book's streamlined innovative approach you'll learn how to manage and assess medical information in order to determine massage contraindications

medical terminology online to accompany mastering healthcare terminology supplements the new 2nd edition of the textbook the online course is organized by body system and offers a wide range of auditory and visual elements and various interactive exercises these elements amplify text content synthesize concepts presented in the text reinforce learning and demonstrate the practical application of medical language with the use of media rich content including animations and slide shows with audio narrations the content and functionality of this online course helps the user develop the specialized vocabulary needed in the clinical setting and the word analysis skills needed to define unfamiliar terms when they are encountered course management software provides a platform for deploying a course online with features such as real time chat calendar e mail connections bulletin board grade book and instructor syllabus a wealth of interactive exercises include word building identification spelling image association pronunciation matching true or false fill in case studies etc and offer frequent opportunities to recall and recognize medical terms with the goal of rehearsing them into long term memory most modules include a web site activity that takes the user to a specific topic online and then asks questions pertaining to the site and the course topic some modules include a medical record activity that requires users to look for information in the medical record that will test their knowledge of medical terminology over 450 anatomical illustrations over 650 disease and disorder

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the fourth edition of this indispensable text provides comprehensive coverage of all aspects of medical terminology completely updated and revised the book maintains its logical organization material is arranged by body systems and specialty areas medical terminology with human anatomy makes learning easy and interesting by presenting important

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