

Workbook to accompany

Thomson Delmar Learning's



# COMPREHENSIVE MEDICAL ASSISTING

Administrative and Clinical Competencies

3<sup>rd</sup>  
Edition

Wilburta Q. Lindh

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# Delmars Comprehensive Medical Assisting Workbook

**Lindh, Pooler, Tampo**



## **Delmars Comprehensive Medical Assisting Workbook:**

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**Administrative Medical Assisting** Lindh, Wilburta Q Lindh, CMA, Marilyn S Pooler, R.N., Joanne Cerrato, Carol D Tamparo, PhD, CMA-A, 2001-11 Delmar's complete learning system prepares students to become multiskilled medical assistants for the 21st Century This full color administrative medical assisting textbook is part of a dynamic learning system that includes a free skills CD ROM bound to the text workbook and instructor support materials Together these learning tools integrate essential and advanced competencies set forth by the AAMA's Role Delineation study emphasizing interpersonal communications and changes in the health care setting including Standard Precautions and managed care The text is written not by just one or two individuals but by many talented experts who provide students with a thorough understanding of administrative medical assisting fundamentals The entire learning system is complemented by real life characters and scenarios from the field of medical assisting a feature not found In any other text      **Delmar's Administrative Medical Assisting** Wilburta Q. Lindh, Marilyn S. Pooler, Carol D. Tamparo, 1997 Delmar's complete learning system prepares students to become multiskilled medical assistants for the 21st Century This new full color administrative medical assisting textbook is part of a dynamic learning system that includes free skills CD ROM bound in the text workbook and instructor support materials Together these learning tools integrate essential and advanced competencies set forth by the AAMA's Role

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Known for its thorough coverage extensive technical detail and accurate up to date content this proven text book covers laboratory and clinical tasks as well as general information on medical law ethics and bioethics and management skills Students will find the chapters on employment strategies and entry into the profession packed with current information and guidance tips In addition chapter material and learning objectives are clearly mapped to the most current accreditation standards and CLIA waived procedures with an increased focus on professionalism and personal effectiveness competencies to help you hone practical real world skills and prepare for certification The text also supports effective learning with a variety of online resources to help you make the most of your time in the classroom and beyond Upon graduation you will find the chapters on professionalism law and ethics communication and transitioning from a student to a professional medical assistant extremely helpful as you begin your externship and career

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