

KCMA-0200-SAT14 (CBE)

Course Introduction and Instructions

Attention: Canvas does not automatically log you off. You must remember to log off, or someone else will access your course.

Course Introduction:

This course provides the student with an overview of the medical assistant profession and its role in the health care environment.

Competencies:

- Understand the role of the medical assistant
- Categorize medical practice specialties
- Identify allied health professions and credentialing
- Describe the personal attributes of a professional medical assistant
- Outline workplace dynamics in a health care setting

Tools You Need to Succeed in this Course:

[Mozilla Firefox \(Links to an external site.\)Links to an external site.](#)

Canvas works best in Mozilla Firefox if you plan on accessing the course from home. The computer labs at SLCC use Internet Explorer 10 or higher, Firefox, and/or Google Chrome. You also can try Safari (both Apple and Windows).

[Adobe Acrobat Reader \(Links to an external site.\)Links to an external site.](#)

You will need to be able to view Adobe Acrobat files, otherwise known as PDF files. Many handouts and other materials are provided in this format.

[Windows Media Player \(Links to an external site.\)Links to an external site.](#)

This is the audio program we use to play back the recorded lectures. It is a free program and is usually pre-installed on most computer systems running Windows operating system. If you don't have Windows Media Player installed on your computer or you want to upgrade to the latest version, you can do so for free by clicking the above link and following the download instructions provided.

[QuickTime Player \(Links to an external site.\)Links to an external site.](#)

This is the video program we use to play back videos. It is a free program. The download is for Windows.

[Adobe Shockwave \(Links to an external site.\)Links to an external site.](#)

Some of the online interactives will require Adobe Shockwave. This program is free.

[Adobe Flash Player \(Links to an external site.\)Links to an external site.](#)

Some of the online videos or interactives will require Adobe Flash Player. This program is free. Click on the **Get the Latest Version** link to download and install.

How to Navigate this Course:

Course materials are organized into modules. In each module, there is a list of items that need to be completed. Each item must be completed before moving on to the next item on the list. All assignments must be submitted, and all quizzes must be passed with 80% or better. All the instructions to complete the assignments are included. If there are any questions about the instructions, please speak with the instructor.

The Checklist:

Each module has a checklist for the student to follow. A checklist may have the following:

Read. The material you will read will be listed by the book name. If there is supplemental information to be read or completed, the checklist will guide you to its correct location.

View. Videos are online and can be viewed from any computer or mobile device that has Internet access. **Note:** Some videos will require QuickTime in order to be viewed.

Demonstrations. Some demonstrations are available online.

Complete. Assignments and worksheets will be completed. Some will be referred to on Canvas while others will be found in the Medical Assisting workbook. Upon completing the task, the student should bring the Skills Sheet to the instructor to have him/her sign off on the task.

Skills Sheet. Each module contains a skills sheet that should be printed off. It contains a check sheet that the instructor must sign for each workbook assignment, test, or procedure. For procedures, the first time you complete the skill, you must sign up on the signup sheet located near the instructor's office so that the instructor may observe you complete the procedure. You can then use the interim times listed on the Skills Sheet for practice of the procedure. The final time, the skill must be observed by the instructor. You will use clinical performance competencies for areas that will be checked for competency on each procedure. The signed off skills sheet will be given to the instructor upon completion of each module.

Take. Tests are taken using Respondus Lockdown Browser online in the classroom. Once you have completed all reading and assignments as indicated in the checklist, you must take the test when prompted. You must achieve 80% or better to pass each test.

Completing Assignments and Quizzes:

There are assignments and/or quizzes to complete in each module. Read the instructions for each assignment the Modules List. Follow the instructions for each quiz in the Modules List. There are several ways to submit an assignment depending on which method the instructor chooses.

Now, you are ready to start your course. Click the **Modules** link on the left and read the course syllabus. **Note:** The TCM will load in a new window.

Resources for Chapter 56

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Clinical Skills Online Videos

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

[View \(Links to an external site.\)Links to an external site.](#)

Content Updates

[View](#)

Interactive Procedure Checklists

[View \(Links to an external site.\)Links to an external site.](#)

Medical Assisting Competency Challenge

[View \(Links to an external site.\)Links to an external site.](#)

Medical Terminology Audio Glossary

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Exams

Sample Certification Exams

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Professional Practice

Medisoft Exercises

[View \(Links to an external site.\)Links to an external site.](#)

Practice Partner Activities

[View \(Links to an external site.\)Links to an external site.](#)

Work Products

[View \(Links to an external site.\)Links to an external site.](#)

Resources for Chapter 57

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Clinical Skills Online Videos

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

[View \(Links to an external site.\)Links to an external site.](#)

Content Updates

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Medical Assisting Competency Challenge

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Prepare for Exams

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Prepare for Professional Practice

Medisoft Exercises

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Practice Partner Activities

[View \(Links to an external site.\)Links to an external site.](#)

Work Products

[View \(Links to an external site.\)Links to an external site.](#)

Module 1: Video Resources

Click the links below to watch the videos listed on your checklist. Videos will open in a new window.

Non-closed Captioned Videos:

[Minor Surgical Procedures in the Medical Office \(Links to an external site.\)Links to an external site.](#)

[Skin Prep for Surgery 17-1 \(Links to an external site.\)Links to an external site.](#)

[c17-17-3 Assist with Minor Surgery \(Links to an external site.\)Links to an external site.](#)

[Clean Wound Areas 19-4 \(Links to an external site.\)Links to an external site.](#)

Closed Captioned Videos:

[Minor Surgical Procedures in the Medical Office \(Links to an external site.\)Links to an external site.](#)

[Skin Prep for Surgery 17-1 \(Links to an external site.\)Links to an external site.](#)

[c17-17-3 Assist with Minor Surgery \(Links to an external site.\)Links to an external site.](#)

[Clean Wound Areas 19-4 \(Links to an external site.\)Links to an external site.](#)

Module 1 Checklist

STEPS:

1. _____ **Print:** The Module 1 Checklist and the Module 1 Skills Sheet. At the top of the Scribd viewer, click the Print link. You will use this checklist as a guide to complete this module. These sheets will be used as you complete this module. The instructor will sign off each task as you complete it.

2. _____ **Do:** Read Chapter 56: Surgical Supplies and Instruments in the text *The Medical Assistant*, 11th Edition and view the Chapter 56 presentation slides.

3. _____ **Complete:** the following workbook exercises:

Vocabulary review

Skills and concepts

Case studies

Correct your work. Click on the link Ch 56 Answers to check your work.

Chapter 56 quiz on evolve.com

Have your instructor sign off the completed exercises.

4. ____ **View:** Clinical Skills #14 Minor Surgical Procedures; use the earphones.

5. ____ **Do:** the following on evolve (located in Chapter 27/Student Resources/Prepare, Clinical, or Lab/Medical Assisting Competency Challenge, then choose Administrative Skills/ General Office Duties/The Medical Record)

Preparing an Informed Consent for Treatment Form – Print and show instructor.

And the following (located in Chapter 27/Student Resources/Prepare, Clinical, or Lab/Medical Assisting Competency Challenge, and then choose Clinical Skills/Patient Care/Minor Office Surgery):

Donning Sterile Gloves

Establishing Sterile Field and Assisting with Minor Office Surgery

Removing Sutures and Changing a Wound Dressing Using a Spiral Bandage

6. ____ **Take:** the Chapter 56 Practice Quiz and Chapter 56: Surgical Supplies and Instruments Test. You must pass **ALL** tests with at least 80% to continue. Ask your instructor to sign off the Test Chapter 56 portion of the Skills Sheet.

7. ____ **Study:** the Assisting with Minor Office Surgery Spelling list. Memorize how to spell them.

8. ____ **Review:** Chapter 57. You read this chapter in a previous course. Review this chapter to refresh your memory on the surgical asepsis information.

9. ____ **Take:** Assisting with Minor Office Surgery Spelling Test. Ask your instructor to sign off the Minor Office Surgery Spelling Test portion of the Skills Sheet.

10. ____ **Complete:** Procedure 56-1: Identify Surgical Instruments in the text *The Medical Assistant*, 11th Edition. Ask the instructor to sign the Procedure 56-1 portion of the skills sheet.

11. ____ **Practice:** identifying Surgical Instruments. Take this again and again until you can correctly identify each instrument.

12. ____ **View:** Surgical Tray Presentation Slides. Watch Skin Prep for Surgery 17-1. Also view the following videos (located in Chapter 57/Student Resources/Prepare, Clinical, or Lab/Clinical Skills Online Videos)

Applying and Removing Sterile Gloves

Opening a Sterile Pack

Adding Item to a Sterile Field

Pouring a Sterile Solution

Covering a Sterile Field

Preparing Sterile Supplies for the Physician

Skin Preparation for Minor Surgery

Assisting Physician to Draw up Local Anesthetic

Post-Surgery Procedures

Removing Sutures

Changing a Sterile Dressing

Applying Adhesive Skin Closures

Bandaging with Gauze and Elastic Bandages

13. ____ **View:** Watch Assist with Minor Surgery 17-3. * **View:** Watch Removing Sutures 17-5.

14. ____ **Complete:** Procedure 57-3: Perform Skin Prep for Surgery in the text *The Medical Assistant*, 11th edition.

Procedure 57-4: Perform a Surgical Hand Scrub

Procedure 57-5: Open a Sterile Pack and Create a Sterile Field i

Procedure 57-6: Use Transfer Forceps

Procedure 57-7: Pour Solutions onto a Sterile

Field(s) Procedure

Procedure 57-8: Put on Sterile Gloves

Procedure 56-9: Assist with Minor Surgery

Procedure 57-11: Change a Sterile Dressing. May complete sterile dressing or wet to dry dressing (information below). *Include the surgical consent form.*

Procedure 57-12: Remove Sutures and Surgical Staples

Ask the instructor to sign off on the Procedures portion of the skills sheet.

INSTRUCTIONS: Wet to Dry Sterile Dressing Change

Wet to dry dressings are a non-selective method of mechanical debridement of tissue.

Supplies:

- Disinfectant solution
- Antiseptic hand gel
- Normal sterile saline
- Wound irrigation equipment (large syringe, basin, protective pad and irrigation solution)
- Woven open weave sterile dressing (sterile gauze sponges)
- Secondary cover dressing (abd pads)
- Tape
- Non sterile and sterile gloves

Procedure:

- Clean work surface with disinfectant
- Wash hands
- Apply non-sterile gloves
- Remove soiled dressing carefully removing tape and pinching old dressing to lift and remove
- Discard old dressing into biohazard container
- Irrigate wound as ordered
- Remove gloves and sanitize hands

- Open sterile saline and sterile gauze sponges
- Saturate gauze with saline
- Cut tape to length – put date, time and your initials on one piece
- Open secondary dressing maintaining sterility
- Put on sterile gloves
- Pick up gauze sponges and ‘fluff’ them open
- Apply loosely to center up wound being careful not to go beyond wound borders
- Apply secondary dressing (blue stripe up if Abd pads) and secure with tape
- Remove gloves and sanitize hands
- Document procedure include wound description and patient response

15. ____ **Finish:** Turn in your Skills Sheet with your name and the date that you completed your last assignment in to your instructor to ensure that you have received credit for this module. Move on to Module 2.

Salt Lake Community College School of Applied Technology

Medical Assistant Clinical Skills

Practice Log Sheet

Module 1 Skills Sheet

Student: _____

The skills or tasks on this list must be signed by the instructor as the student completes each task and then returned to the instructor at the end of the module.

Practice #1 – Instructor must be present to demonstrate appropriate skills

Practice #2-#9 (or middle practice sessions if less than 10 required) – student may practice with classmates, ask instructor as needed.

Test #10 or final (Final) – The Instructor must observe the entire procedure of the final practice. Students demonstrate the appropriate skills as deemed appropriate by the instructor based upon the checklist in the *Procedure Checklist Manual* (PCM or Evolve site) which must be presented to the instructor. The Student will repeat as necessary until he/she is deemed competent for the skill.

Kinn Chapter 56 Presentation.pdf

[Download Kinn Chapter 56 Presentation.pdf](#) (4.88 MB)

Kinn Chapter 56 Study Guide.pdf

[Download Kinn Chapter 56 Study Guide.pdf](#) (28.6 KB)

Kinn's Chapter 56 Practice Quiz

Instructions

Read the questions carefully and choose the best answers.

Kinn's Chapter 56: Surgical Supplies and Instruments Test

Kinn Chapter 57 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 57 Presentation.pdf](#) (2.64 MB)

Kinn Chapter 57 Study Guide

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 57 Study Guide.pdf](#) (35.1 KB)

Kinn's Chapter 57 Practice Quiz

Kinn's Chapter 57: Surgical Asepsis and Assisting with Surgical Procedures Test

Surgical Consent form.pdf

[Accessibility score: Perfect Click to improve](#)

[Download Surgical Consent form.pdf](#) (36.3 KB)

Surgical Instruments Identification Test- Requires Respondus LockDown Browser

Instructions

Type the correct name of each instrument. Make sure you type in the correct spelling as spelling will count! **Note: When typing in the names of the instruments, please use only lower case.**

Assisting with Minor Office Surgery Spelling List.pdf [Accessibility score: Perfect Click to improve](#)

[Download Assisting with Minor Office Surgery Spelling List.pdf](#) (97.7 KB)

Minor Office Surgery Spelling Test

Instructions

Read the questions carefully and choose the best answers.

Wet to Dry Sterile Dressing Change

[Accessibility score: High Click to improve](#)

[Download Wet to Dry Sterile Dressing Change.pdf](#) (204 KB)

Resources for Chapter 42

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Clinical Skills Online Videos

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

[View \(Links to an external site.\)Links to an external site.](#)

Content Updates

[View](#)

Interactive Procedure Checklists

[View \(Links to an external site.\)Links to an external site.](#)

Medical Assisting Competency Challenge

[View \(Links to an external site.\)Links to an external site.](#)

Medical Terminology Audio Glossary

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Exams

Sample Certification Exams

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Professional Practice

Medisoft Exercises

[View \(Links to an external site.\)Links to an external site.](#)

Practice Partner Activities

[View \(Links to an external site.\)Links to an external site.](#)

Work Products

[View \(Links to an external site.\)Links to an external site.](#)

Module 2: Video Resources

Click the links below to watch the videos listed on your checklist. Videos will open in a new window.

Non-closed Captioned Videos:

[Head and Chest Circumference of Infant c20-14-18 \(Links to an external site.\)Links to an external site.](#)

[Infant Weight c20-14-17 \(Links to an external site.\)Links to an external site.](#)

[Infant Length c20-14-15 \(Links to an external site.\)Links to an external site.](#)

Closed Captioned Videos:

[Head and Chest Circumference of Infant c20-14-18 \(Links to an external site.\)Links to an external site.](#)

[Infant Weight c20-14-17 \(Links to an external site.\)Links to an external site.](#)

[Infant Length c20-14-15 \(Links to an external site.\)Links to an external site.](#)

Module 2 Checklist.pdf

[Accessibility score: High Click to improve](#)

[Download Module 2 Checklist.pdf](#) (352 KB)

Module 2 Skills Sheetupdate.pdf

[Accessibility score: High Click to improve](#)

[Download Module 2 Skills Sheetupdate.pdf](#) (287 KB)

Kinn Chapter 42 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 42 Presentation.pdf](#) (1.43 MB)

Kinn Chapter 42 Study Guide.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 42 Study Guide.pdf](#) (71.9 KB)

Kinn's Chapter 42 Practice Quiz

Instructions

Read the questions carefully and choose the best answers.

Kinn's Chapter 42: Assisting in Pediatrics Test

Instructions

Read the questions carefully and choose the best answers.

Growth Charts For Pediatrics

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Use the following growth charts for assignments as indicated.

[Accessibility score: Low Click to improve Boys 2to20 BMI.pdf](#)

[Accessibility score: Low Click to improve Boys 2to20 ht wt to age.pdf](#)

[Accessibility score: Low Click to improve Boys B36mo HC wtttoht.pdf](#)

[Accessibility score: Low Click to improve Boys B36mo ht wt to age.pdf](#)

[Accessibility score: Low Click to improve Girls 2to20 BMI.pdf](#)

[Accessibility score: Low Click to improve Girls 2to20 ht wt to age.pdf](#)

[Accessibility score: Low Click to improve Girls B36mo HC wtoht.pdf](#)

[Accessibility score: Low Click to improve Girls B36mo ht wt to age.pdf](#)

- GROWTHCHARTASSIGNMENTKinns.pdf [Accessibility score: Perfect Click to improve](#)
- [Download GROWTHCHARTASSIGNMENTKinns.pdf](#) (9.35 KB)

Recording Immunizations Procedure 42-1

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information in the links below in place of the information found in the PCM for Procedure 42-1 Maintain Medication and Immunization Records: Document Immunizations, complete the two forms and provide necessary supplements such as VIS (vaccine information statements) from the CDC website. Documentation in both the Vaccine Administration Record and the Vaccine Record Card should be completed. Note the differences in documentation of information available depending if the vaccine was administered by another facility or by your health care facility. You should also show proof of documentation of vaccines you administered in the patient record using a separate sheet of paper or the back of one of the others included in this assignment.

Items to turn into instructor upon completion:

1. Vaccine Administration Record
2. Vaccine Record Card
3. Appropriate VIS
4. Patient's medical record documentation giving all necessary information for parenteral administration of medication.

Use these links for needed forms:

[Accessibility score: High Click to improve KCMA 0200 Mod 2 Recording Immunizations.pdf](#)

[Accessibility score: High Click to improve Vaccine.Immunization Administration Record Form.pdf](#)

[Accessibility score: Medium Click to improve VACCINERECORDCARD.pdf](#)

Immunization Practice Quiz

Instructions

Read the questions carefully and choose the best answers.

Immunization Test

Instructions

Read the questions carefully and choose the best answers.

Pediatric Examination Spelling List

[Accessibility score: High Click to improve](#)

[Download Pediatric Examination Spelling List.pdf](#) (7.35 KB)

Pediatric Examination Spelling Test

Pediatric Patient Case #1

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Peds Case 1 MA-1.pdf](#)

Administrative Task:

Medical Assistants are responsible for both administrative and clinical tasks. Within the 'Patient Case' assignments you will find either an administrative task or a HIPAA scenario that must be completed. For your first one of this group you need to complete a purchase order for Tenderfoot Lancets, Alcohol Swabs and Band-aids to be used for the Newborn Screen.

[Accessibility score: High Click to improve Purchase Order.pdf](#)

Pediatric Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions

[Accessibility score: High Click to improve f](#)

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Peds Case 2 MA.pdf](#)

HIPAA Scenario:

For your first HIPAA situational assignment, you realize that another patient's file or other sensitive medical information has been left in an exam room where another patient has now been brought in for triage and exam. How do you handle or correct this potential issue? Please give a verbal or written solution to your instructor along with this patient case.

Pediatric Patient Case #3

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Peds Case 3 MA.pdf](#)

Pediatric Patient Case #4

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve Peds Case 4 MA.pdf](#)

Pediatric Patient Case #5

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve Peds Case 5 MA.pdf](#)

- Immunization Information from CDC - OPTIONAL BUT RECOMMENDED
- PublishedCan't unpublish [missing % {name} value] if there are student submissions
- This assignment is optional, but is highly recommended for you to complete. The interactive information provided by the CDC will help to clarify the different types of vaccines, types of immunity and when and why vaccines may be given at different intervals. If you choose to complete this please print and turn in the sheet that shows completion.
- Click on the link below to begin:
- http://www2.cdc.gov/nip/isd/ycts/mod1/courses/genrec/objective.asp?student_id= (Links to an external site.)[Links to an external site.](#)

Resources for Chapter 39

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Clinical Skills Online Videos

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

[View \(Links to an external site.\)Links to an external site.](#)

Content Updates

[View](#)

Interactive Procedure Checklists

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Medical Assisting Competency Challenge

[View \(Links to an external site.\)Links to an external site.](#)

Medical Terminology Audio Glossary

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Prepare for Exams

Sample Certification Exams

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Professional Practice

Medisoft Exercises

[View \(Links to an external site.\)Links to an external site.](#)

Practice Partner Activities

[View \(Links to an external site.\)Links to an external site.](#)

Work Products

[View \(Links to an external site.\)Links to an external site.](#)

Module 3: Video Resources

Click the links below to watch the videos listed on your checklist. Videos will open in a new window.

Non-closed Captioned Videos:

[Fecal Occult Blood c12-15-17 \(Links to an external site.\)Links to an external site.](#)

Closed Captioned Videos:

[Fecal Occult Blood c12-15-17 \(Links to an external site.\)Links to an external site.](#)

KCMA 0200 Module 3 Checklist7.18.13

[Accessibility score: High Click to improve](#)

[Download KCMA 0200 Module 3 Checklist7.18.13.pdf](#)

KCMA 0200 Module 3 Skills Sheet 7 16 13

[Accessibility score: High Click to improve](#)

[Download KCMA 0200 Module 3 Skills Sheet 7 16 13.pdf](#)

Kinn Chapter 39 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 39 Presentation.pdf](#)

Kinn Chapter 39 Study Guide.pdf

[Accessibility score: High Click to improve](#)

[Download Kinn Chapter 39 Study Guide.pdf](#)

Kinn's Chapter 39 Practice Quiz

Instructions

Read the questions carefully and choose the best answers.

Kinn's Chapter 39: Assisting in Gastroenterology Test

Instructions

Read the questions carefully and choose the best answers.

Language of Medicine Chapter 05 Presentation

[Accessibility score: Medium Click to improve](#)

[Download Language of Medicine Chapter 05 Presentation.pdf](#)

LM Chapter 05 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 05 Study Guide.pdf](#)

Language of Medicine Chapter 5: Section I Quiz

Language of Medicine Chapter 5: Section II Quiz

Language of Medicine Chapter 5: Section III Quiz

Language of Medicine Chapter 5: Exam

Gastroenterology Spelling List.pdf

[Accessibility score: High Click to improve](#)

[Download Gastroenterology Spelling List.pdf](#)

Gastroenterology Spelling Test

Language of Medicine Chapter 06 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Language of Medicine Chapter 06 Presentation.pdf](#)

LM Chapter 06 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 06 Study Guide.pdf](#)

Language of Medicine Chapter 6: Section I Quiz

Language of Medicine Chapter 6: Section II Quiz

Language of Medicine Chapter 6: Section III Quiz

Language of Medicine Chapter 6: Exam

Language of Medicine Chapter 6: Abbreviation Test

Instructions

Read the questions carefully and choose the best answers.

Gastro Patient Case #1

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Gastro Case 1 MA-1.pdf](#)

Complete the prior-authorization form below using your information at information provided:

[Accessibility score: Medium Click to improve RX PreAuth Form.pdf](#)

Gastro Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link (choose one only) for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve Gastro Case 2 MA.pdf](#)

[Accessibility score: High Click to improve Gastro Case 3 MA.pdf](#)

[Accessibility score: High Click to improve Gastro Case 4 MA.pdf](#)

[Accessibility score: High Click to improve Gastro Case 5 MA.pdf](#)

Module 4 Checklist.pdf

[Accessibility score: High Click to improve](#)

[Download Module 4 Checklist.pdf](#)

Module 4 Skills Sheet.pdf

[Accessibility score: High Click to improve](#)

[Download Module 4 Skills Sheet.pdf](#)

Language of Medicine Chapter 07 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Language of Medicine Chapter 07 Presentation.pdf](#) (4.99 MB)

LM Chapter 07 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 07 Study Guide.pdf](#)

Language of Medicine Chapter 7: Section I Quiz

Language of Medicine Chapter 7: Section II Quiz

Language of Medicine Chapter 7: Section III Quiz

Language of Medicine Chapter 7: Exam

Urology Examination Spelling List.pdf

[Accessibility score: High Click to improve](#)

[Download Urology Examination Spelling List.pdf](#)

Urology Examination Spelling Test

Instructions

Read the questions carefully and choose the best answers.

Language of Medicine Chapter 7: Abbreviation Test

Instructions

Read the questions carefully and choose the best answers.

Uro Patient Case #1

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Urology Case 1 MA.pdf](#)

[Accessibility score: High Click to improve Titration instructions.pdf](#)

HIPAA Scenario: Respond to the following situation giving possible corrective areas if needed. This may be verbalized with instructor or documented on the back of the patient case.

The patient was called back to the waiting room by a co-worker Medical Assistant. She announced the patient's full name and before getting back to a private area also stated his birth date. This occurred while still within earshot of the full waiting room.

Uro Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link (choose one only) for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve Uro Case 2 MA.pdf](#)

[Accessibility score: High Click to improve Uro Case 3 MA.pdf](#)

[Accessibility score: High Click to improve Uro Case 4 MA.pdf](#)

[Accessibility score: High Click to improve Uro Case 5 MA.pdf](#)

Resources for Chapter 40

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Clinical Skills Online Videos

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

[View \(Links to an external site.\)Links to an external site.](#)

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Medical Assisting Competency Challenge

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Medical Terminology Audio Glossary

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Exams

Sample Certification Exams

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Professional Practice

Medisoft Exercises

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Practice Partner Activities

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Work Products

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Resources for Chapter 41

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Clinical Skills Online Videos

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

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Medical Assisting Competency Challenge

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Medical Terminology Audio Glossary

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Prepare for Exams

Sample Certification Exams

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Professional Practice

Medisoft Exercises

[View \(Links to an external site.\)Links to an external site.](#)

Practice Partner Activities

[View \(Links to an external site.\)Links to an external site.](#)

Work Products

[View \(Links to an external site.\)Links to an external site.](#)

Module 5: Video Resources Non-Closed Captioned

Click the links below to watch the videos listed on your checklist. Videos will open in a new window.

Non-closed Captioned Videos:

Module 5: Video Resources Closed Captioned

Click the links below to watch the videos listed on your checklist. Videos will open in a new window.

Captioned Videos:

KCMA 0200 Module 5 Checklist7.18.13.pdf

[Accessibility score: Medium Click to improve](#)

[Download KCMA 0200 Module 5 Checklist7.18.13.pdf](#)

KCMA 0200 Module 5 Skills Sheet 7 16 13.pdf

[Accessibility score: High Click to improve](#)

[Download KCMA 0200 Module 5 Skills Sheet 7 16 13.pdf](#)

KCMA 0200 Mod 5 Estimated Date of Delivery.pdf

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[Download KCMA 0200 Mod 5 Estimated Date of Delivery.pdf](#)

Kinn Chapter 41 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 41 Presentation.pdf](#)

Kinn Chapter 41 Study Guide.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 41 Study Guide.pdf](#)

Kinn's Chapter 41 Practice Quiz

Instructions

Read the questions carefully and choose the best answers.

Kinn's Chapter 41: Assisting in Obsterics & GYN Test

Instructions

Read the questions carefully and choose the best answers.

Language of Medicine Chapter 08 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Language of Medicine Chapter 08 Presentation.pdf](#)

LM Chapter 08 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 08 Study Guide.pdf](#)

Language of Medicine Chapter 8: Section I Quiz

Language of Medicine Chapter 8: Section II Quiz

Language of Medicine Chapter 8: Section III Quiz

Language of Medicine Chapter 8: Exam

Kinn Chapter 40 Presentation.pdf

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[Download Kinn Chapter 40 Presentation.pdf](#)

Kinn Chapter 40 Study Guide.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 40 Study Guide.pdf](#)

Kinn's Chapter 40 Practice Quiz

Instructions

Read the questions carefully and choose the best answers.

Kinn's Chapter 40: Assisting in the Urology and Reproductive System Test

Instructions

Read the questions carefully and choose the best answers.

Language of Medicine Chapter 09 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Language of Medicine Chapter 09 Presentation.pdf](#)

LM Chapter 09 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 09 Study Guide.pdf](#)

Language of Medicine Chapter 9: Section I Quiz

Language of Medicine Chapter 9: Section II Quiz

Language of Medicine Chapter 9: Section III Quiz

Language of Medicine Chapter 9: Exam

Reproductive Examination Spelling List.pdf

[Accessibility score: High Click to improve](#)

[Download Reproductive Examination Spelling List.pdf](#)

Reproductive Examination Spelling Test

Language of Medicine Chapter 8 & 9: Abbreviation Test

Instructions

Read the questions carefully and choose the best answers.

Papanicolaou "Pap" Smear Requisition Assignment

PublishedCan't unpublish [missing % {name} value] if there are student submissions

To complete this assignment obtain or print a Cytology Requisition form and complete two using your choice of the patient information contained in the links below. Remember - you must compete with all available information to give laboratory personnel better patient information for evaluation. Turn forms into your instructor for correction, then set up an examination tray to meet the requirements of the requisition and obtain credit for completion from your instructor.

[Accessibility score: High Click to improve Pap 1.pdf](#)

[Accessibility score: High Click to improve Pap 2.pdf](#)

[Accessibility score: High Click to improve Pap 3.pdf](#)

[Accessibility score: High Click to improve Pap 4.pdf](#)

[Accessibility score: High Click to improve Pap 5.pdf](#)

[Accessibility score: Low Click to improve Cytology Requisitions](#)

Repro Patient Case #1

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Repro Case 1 MA.pdf](#)

Administrative Procedures Review:

Complete the CMS 1500 Insurance claim form in relation to the patient case. using the following information.

Blood tests and pap should not be billed from your office, they will be submitted by the outside lab. You will need to code for E&M for exam and for the ECG that was done secondary to the dizziness as well as diagnosis codes.

[Accessibility score: Low Click to improve CMS1500.pdf](#)

[Accessibility score: Low Click to improve CMS 1500 Key.pdf](#)

Repro Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link (choose one only) for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve Repro Case 2 MA.pdf](#)

[Accessibility score: High Click to improve Repro Case 3 MA.pdf](#)

[Accessibility score: High Click to improve Repro Case 4 MA.pdf](#)

[Accessibility score: High Click to improve Repro Case 5 MA.pdf](#)

Resources for Chapter 44

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Clinical Skills Online Videos

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

[View \(Links to an external site.\)Links to an external site.](#)

Content Updates

[View](#)

Interactive Procedure Checklists

[View \(Links to an external site.\)Links to an external site.](#)

Medical Assisting Competency Challenge

[View \(Links to an external site.\)Links to an external site.](#)

Medical Terminology Audio Glossary

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Exams

Sample Certification Exams

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Professional Practice

Medisoft Exercises

[View \(Links to an external site.\)Links to an external site.](#)

Practice Partner Activities

[View \(Links to an external site.\)Links to an external site.](#)

Work Products

[View \(Links to an external site.\)Links to an external site.](#)

Module 6 Checklist.pdf

[Accessibility score: High Click to improve](#)

[Download Module 6 Checklist.pdf](#)

Module 6 Skills Sheet.pdf

[Accessibility score: High Click to improve](#)

[Download Module 6 Skills Sheet.pdf](#)

Kinn Chapter 44 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 44 Presentation.pdf](#)

Chapter 44 Study Guide.pdf

[Accessibility score: Medium Click to improve](#)

[Download Chapter 44 Study Guide.pdf](#)

Kinn's Chapter 44 Practice Quiz

Instructions

Read the questions carefully and choose the best answers.

Kinn's Chapter 44: Assisting in the Neurology and Mental Health Test

Instructions

Read the questions carefully and choose the best answers.

Language of Medicine Chapter 10 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Language of Medicine Chapter 10 Presentation.pdf](#)

LM Chapter 10 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 10 Study Guide.pdf](#)

Language of Medicine Chapter 10: Section I Quiz

Language of Medicine Chapter 10: Section II Quiz

Language of Medicine Chapter 10: Section III Quiz

Language of Medicine Chapter 10: Exam

Neurologic Examination Spelling List.pdf

[Accessibility score: High Click to improve](#)

[Download Neurologic Examination Spelling List.pdf](#)

Neurologic Examination Spelling Test

Language of Medicine Chapter 10: Abbreviation Test

Instructions

Read the questions carefully and choose the best answers.

Neuro Patient Case #1

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Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Neuro Case 1 MA.pdf](#)

[Accessibility score: Medium Click to improve Mini Mental Status Exam.pdf](#)

HIPAA Scenario:

Respond to the HIPAA Scenario either verbally with your instructor or written on the back of the Patient Case. Indicate if there is a problem and if so, how it could be corrected.

You notice that your co-worker had been entering information on this patient into the EMR. The screen is still visible and your co-worker has gone to lunch.

Neuro Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link (choose one only) for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve Neuro Case 2 MA.pdf](#)

[Accessibility score: High Click to improve Neuro Case 3 MA.pdf](#)

[Accessibility score: High Click to improve Neuro Case 4 MA.pdf](#)

[Accessibility score: High Click to improve Neuro Case 5 MA.pdf](#)

Module 7 Checklist.pdf

[Accessibility score: High Click to improve](#)

[Download Module 7 Checklist.pdf](#)

Module 7 Skills Sheet.pdf

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[Download Module 7 Skills Sheet.pdf](#)

Language of Medicine Chapter 11 Presentation.pdf

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[Download Language of Medicine Chapter 11 Presentation.pdf](#)

LM Chapter 11 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 11 Study Guide.pdf](#)

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- [Modules](#)
- [LockDown Browser](#)
- [Quizzes* Disabled in Course Settings](#)
- [Assignments* Disabled in Course Settings](#)
- [Pages* Disabled in Course Settings](#)
- [Discussions* Disabled in Course Settings](#)
- [Files* Disabled in Course Settings](#)
- [Syllabus* Disabled in Course Settings](#)
- [Outcomes* Disabled in Course Settings](#)
- [Conferences* Disabled in Course Settings](#)
- [Collaborations* Disabled in Course Settings](#)
- [Media Gallery](#)
- [My Media](#)
- [Google Drive](#)
- [MySuccess](#)
- [Submit Final Grades](#)
- [Settings](#)

Language of Medicine Chapter 11: Section II Quiz

Language of Medicine Chapter 11: Section III Quiz

Language of Medicine Chapter 11: Exam

Cardiology Spelling List.pdf

[Accessibility score: Perfect Click to improve](#)

[Download Cardiology Spelling List.pdf](#)

Cardiology Spelling Test

Language of Medicine Chapter 13 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Language of Medicine Chapter 13 Presentation](#)

LM Chapter 13 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 13 Study Guide](#)

Language of Medicine Chapter 13: Section I Quiz

Language of Medicine Chapter 13: Section II Quiz

Language of Medicine Chapter 13: Section III Quiz

Language of Medicine Chapter 13: Exam

Language of Medicine Chapter 11 & 13: Abbreviation Test

Instructions

Read the questions carefully and choose the best answers.

Cardio Patient Case #1

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Cardio Case 1 MA.pdf](#)

Print and review the following documents. Complete the portions that the medical assistant would complete in preparation for the physician's exam. If you are unsure how some areas you have not studied yet such as vision exam, you may simply highlight that area to show recognition that you would be responsible to complete prior to the physician's input. These forms are commonly used in many offices so familiarizing yourself with the content will help to make you more comfortable with them in the future.

[Accessibility score: High Click to improve DOTmedical-report.pdf](#)

[Accessibility score: High Click to improve Utah Driver License Division Medical Form.pdf](#)

Cardio Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link (choose one only) for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve Cardio Case 2 MA.pdf](#)

[Accessibility score: High Click to improve Cardio Case 3 - MA.pdf](#)

[Accessibility score: High Click to improve Cardio Case 4 MA.pdf](#)

[Accessibility score: High Click to improve Cardio Case 5 MA.pdf](#)

Resources for Chapter 46

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Clinical Skills Online Videos

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

[View \(Links to an external site.\)Links to an external site.](#)

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Medical Assisting Competency Challenge

[View \(Links to an external site.\)Links to an external site.](#)

Medical Terminology Audio Glossary

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Exams

Sample Certification Exams

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Professional Practice

Medisoft Exercises

[View \(Links to an external site.\)Links to an external site.](#)

Practice Partner Activities

[View \(Links to an external site.\)Links to an external site.](#)

Work Products

[View \(Links to an external site.\)Links to an external site.](#)

Module 8: Video Resources

Click the links below to watch the videos listed on your checklist. Videos will open in a new window.

Non-closed Captioned Videos:

[Inhalers \(Links to an external site.\)Links to an external site.](#)

[Nebulizer \(Links to an external site.\)Links to an external site.](#)

[Pulse Oximetry \(Links to an external site.\)Links to an external site.](#)

[Spirometry \(Links to an external site.\)Links to an external site.](#)

Closed Captioned Videos:

[Inhalers \(Links to an external site.\)Links to an external site.](#)

[Nebulizer \(Links to an external site.\)Links to an external site.](#)

[Pulse Oximetry \(Links to an external site.\)Links to an external site.](#)

[Spirometry](#)

KCMA 0200 Module 8 Checklist7.18.13.pdf

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KCMA 0200 Module 8 Skills Sheet 7 16 13.pdf

[Accessibility score: High Click to improve](#)

[Download KCMA 0200 Module 8 Skills Sheet 7 16 13.pdf](#)

Kinn Chapter 46 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 46 Presentation.pdf](#)

Kinn Chapter 46 Study Guide.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 46 Study Guide.pdf](#)

Kinn's Chapter 46 Practice Quiz

Instructions

Read the questions carefully and choose the best answers.

Kinn's Chapter 46: Assisting in Pulmonary Medicine Test

Instructions

Read the questions carefully and choose the best answers.

Language of Medicine Chapter 12 Presentation.pdf

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[Download Language of Medicine Chapter 12 Presentation.pdf](#)

LM Chapter 12 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 12 Study Guide.pdf](#)

Language of Medicine Chapter 12: Section I Quiz

Language of Medicine Chapter 12: Section II Quiz

Language of Medicine Chapter 12: Section III Quiz

Language of Medicine Chapter 12: Exam

Pulmonary Examination Spelling List.pdf

[Accessibility score: High Click to improve](#)

[Download Pulmonary Examination Spelling List.pdf](#)

Pulmonary Examination Spelling Test

Language of Medicine Chapter 12: Abbreviation Test

Instructions

Read the questions carefully and choose the best answers.

Pulm Patient Case #1

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Pulm Case #1.pdf](#)

HIPAA Scenario: Respond to the following situation giving possible corrective areas if needed. This may be verbalized with instructor or documented on the back of the patient case.

The patient has requested to review and amend medical records. They are a current patient and visits have been within the past 6 months. The request was made in writing. It has been received by the office 90 days ago but nothing has been completed to date.

Pulm Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link (choose one only) for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve Pulm Case #2.pdf](#)

[Accessibility score: High Click to improve Pulm Case #3.pdf](#)

[Accessibility score: High Click to improve Pulm Case #4.pdf](#)

[Accessibility score: High Click to improve Pulm Case #5.pdf](#)

PEAK FLOW EVALUATION.pdf

[Accessibility score: High Click to improve](#)

[Download PEAK FLOW EVALUATION.pdf](#)

Resources for Chapter 38

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Clinical Skills Online Videos

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

[View \(Links to an external site.\)Links to an external site.](#)

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Interactive Procedure Checklists

[View \(Links to an external site.\)Links to an external site.](#)

Medical Assisting Competency Challenge

[View \(Links to an external site.\)Links to an external site.](#)

Medical Terminology Audio Glossary

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Exams

Sample Certification Exams

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Professional Practice

Medisoft Exercises

[View \(Links to an external site.\)Links to an external site.](#)

Practice Partner Activities

[View \(Links to an external site.\)Links to an external site.](#)

Work Products

[View \(Links to an external site.\)Links to an external site.](#)

Module 9 Checklist.pdf

[Accessibility score: High Click to improve](#)

[Download Module 9 Checklist.pdf](#)

Module 9 Skills Sheet.pdf

[Accessibility score: High Click to improve](#)

[Download Module 9 Skills Sheet.pdf](#)

Kinn Chapter 38 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 38 Presentation.pdf](#)

Kinn Chapter 38 Study Guide.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 38 Study Guide.pdf](#)

Kinn's Chapter 38 Practice Quiz

Instructions

Read the questions carefully and choose the best answers.

Kinn's Chapter 38: Assisting in Dermatology Test

Instructions

Read the questions carefully and choose the best answers.

Language of Medicine Chapter 16 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Language of Medicine Chapter 16 Presentation.pdf](#)

LM Chapter 16 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 16 Study Guide.pdf](#)

Language of Medicine Chapter 16: Section I Quiz

Language of Medicine Chapter 16: Section II Quiz

Language of Medicine Chapter 16: Section III Quiz

Language of Medicine Chapter 16: Exam

Dermatologic Examination Spelling List.pdf

[Accessibility score: Perfect Click to improve](#)

[Download Dermatologic Examination Spelling List.pdf](#)

Dermatologic Examination Spelling Test

Language of Medicine Chapter 16: Abbreviation Test

Instructions

Read the questions carefully and choose the best answers.

Pathology/Histology Requisition Assignment

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To complete this assignment obtain or print a Pathology/Histology Requisition form and complete three using your choice of the patient information contained in the links below. Remember - you must compete with all available information to give laboratory personnel better patient information for evaluation. Turn forms into your instructor for correction and credit for completion.

[Accessibility score: High Click to improve Path 1.pdf](#)

[Accessibility score: High Click to improve Path 2.pdf](#)

[Accessibility score: High Click to improve Path 3.pdf](#)

[Accessibility score: High Click to improve Path 4.pdf](#)

[Accessibility score: High Click to improve Path 5.pdf](#)

Derm Patient Case #1

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Derm Case #1.pdf](#)

Administrative Task:

Your patient has an insurance plan that includes a \$100.00 annual deductible per family and a \$25.00 co-pay at each visit. After that is met, his plan will pay 100% of care with a participating provider.

The total of his charges for that day are \$85.00 for the office visit and \$70.00 for the cryotherapy. This is the patient's first visit of the year and therefore pays \$125.00 with a personal check (check number 1123). The following month you receive an insurance check on this patient showing payment of \$40.00 for the office visit (E&M), \$40.00 for the cryotherapy. Your physician is a participating provider for this insurance plan and therefore is required to 'write-off' the unpaid balance after accounting for the \$25.00 co-pay which is the amount the patient is responsible to pay. The patient's wife had already incurred the \$100.00 deductible with another physician that the patient was unaware of. Due to this series of events, there is a credit balance on the account.

Post these charges and payment on the ledger (link below)

[Accessibility score: Low Click to improve Ledger.pdf](#)

Write a refund check and mail it to the patient (links for check and envelope below)

[Accessibility score: Perfect Click to improve Check and Envelope.pdf](#)

[Accessibility score: Low Click to improve Ledger Key for Pt Case Assignment0001.pdf](#)

Derm Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link (choose one only) for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve Derm Case #2.pdf](#)

[Accessibility score: High Click to improve Derm Case #3.pdf](#)

[Accessibility score: High Click to improve Derm Case #4.pdf](#)

[Accessibility score: High Click to improve Derm Case #5.pdf](#)

Resources for Chapter 43

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Clinical Skills Online Videos

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

[View \(Links to an external site.\)Links to an external site.](#)

Content Updates

[View](#)

Interactive Procedure Checklists

[View \(Links to an external site.\)Links to an external site.](#)

Medical Assisting Competency Challenge

[View \(Links to an external site.\)Links to an external site.](#)

Medical Terminology Audio Glossary

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Exams

Sample Certification Exams

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Professional Practice

Medisoft Exercises

[View \(Links to an external site.\)Links to an external site.](#)

Practice Partner Activities

[View \(Links to an external site.\)Links to an external site.](#)

Work Products

[View \(Links to an external site.\)Links to an external site.](#)

Module 10: Video Resources

Click the links below to watch the videos listed on your checklist. Videos will open in a new window.

Non-closed Captioned Videos:

[Orthopedic Exams \(Links to an external site.\)Links to an external site.](#)

[Recurrent Turn Bandage \(Links to an external site.\)Links to an external site.](#)

Closed Captioned Videos:

[Orthopedic Exams \(Links to an external site.\)Links to an external site.](#)

[Recurrent Turn Bandage \(Links to an external site.\)Links to an external site.](#)

KCMA 0200 Module 10 Checklist7.18.13.pdf

[Accessibility score: High Click to improve](#)

[Download KCMA 0200 Module 10 Checklist7.18.13.pdf](#)

KCMA 0200 Module 10 Skills Sheet 7 16 13.pdf

[Accessibility score: High Click to improve](#)

[Download KCMA 0200 Module 10 Skills Sheet 7 16 13.pdf](#)

Kinn Chapter 43 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 43 Presentation.pdf](#)

Kinn Chapter 43 Study Guide.pdf

[Accessibility score: High Click to improve](#)

[Download Kinn Chapter 43 Study Guide.pdf](#)

Kinn's Chapter 43 Practice Quiz

Instructions

Read the questions carefully and choose the best answers.

Kinn's Chapter 43: Assisting in Orthopedic Medicine Test

Instructions

Read the questions carefully and choose the best answers.

Language of Medicine Chapter 15 Presentation.pdf

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[Download Language of Medicine Chapter 15 Presentation.pdf](#)

LM Chapter 15 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 15 Study Guide.pdf](#)

Language of Medicine Chapter 15: Section I Quiz

Language of Medicine Chapter 15: Section II Quiz

Language of Medicine Chapter 15: Section III Quiz

Language of Medicine Chapter 15: Exam

Orthopedic Spelling List.pdf

[Accessibility score: High Click to improve](#)

[Download Orthopedic Spelling List.pdf](#)

Orthopedic Spelling Test

Language of Medicine Chapter 15: Abbreviation Test

Instructions

Read the questions carefully and choose the best answers.

Splinting Lab Assignment

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As part of the musculoskeletal/orthopedic section of your training, you will be placing two splints on a classmate or classroom mannequin. One splint will be using a pre-made splinting material and the other will be using plaster strips. Remember - these are to be SPLINTS ONLY - NO CASTS! A splint creates immobility and stabilization due to limiting movement with use of material that covers only a portion of the extremity. A cast encircles the extremity and since we do not have a cast saw - please do not encircle any extremity with the splinting material.

The information found in the links below will help you prepare for this splinting lab!

[Accessibility score: High Click to improve SPLINTING Info.pdf](#)

[Accessibility score: High Click to improve SPLINTING WITH PLASTER MATERIALS.pdf](#)

[Accessibility score: High Click to improve SPLINTING WITH PRE-PREPARED SPLINTING MATERIALS.pdf](#)

[Accessibility score: Medium Click to improve Splinting and YOU.pdf](#)

[Accessibility score: High Click to improve SPLINTING TECHNIQUE VIDEOS.pdf](#)

Ortho Patient Case #1

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Ortho Case #1.pdf](#)

HIPAA Scenario:

Consulting physician's office calls and needs records faxed for referral. Should you include a cover sheet? What should be included? Is a cover sheet necessary? Other specific requirement?

Ortho Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link (choose one only) for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve Ortho Case #2.pdf](#)

[Accessibility score: High Click to improve Ortho Case #3.pdf](#)

[Accessibility score: High Click to improve Ortho Case #4.pdf](#)

[Accessibility score: High Click to improve Ortho Case #5.pdf](#)

Module 11 Checklist.pdf

[Accessibility score: High Click to improve](#)

[Download Module 11 Checklist.pdf](#)

Module 11 Skills Sheet.pdf

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Language of Medicine Chapter 14 Presentation.pdf

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[Download Language of Medicine Chapter 14 Presentation.pdf](#)

LM Chapter 14 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 14 Study Guide.pdf](#)

Language of Medicine Chapter 14: Section I Quiz

Language of Medicine Chapter 14: Section II Quiz

Language of Medicine Chapter 14: Section III Quiz

Language of Medicine Chapter 14: Exam

Allergy Injection Practice Quiz

Allergy Directions.pdf

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[Download Allergy Directions.pdf](#)

Allergy Inj sheet.pdf

[Accessibility score: High Click to improve](#)

[Download Allergy Inj sheet.pdf](#)

Assiting with Allergy Immunology Exam Spelling List.pdf

[Accessibility score: High Click to improve](#)

[Download Assiting with Allergy Immunology Exam Spelling List.pdf](#)

Allergy Immunology Spelling Test

Language of Medicine Chapter 14: Abbreviation Test

Instructions

Read the questions carefully and choose the best answers.

Allergy/Immun Patient Case #1

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve All.Immun Case #1.pdf](#)

[Accessibility score: Low Click to improve HIV Testing Consent Form.pdf](#)

Administrative Task:

Your physician has asked you to draft a letter to accompany the referral to the infectious disease specialist outlining the history and treatment of this patient at this visit. Use a Word document to complete following proper professional written communications guidelines. Turn this in to your instructor along with the 'Patient Case'. (If preferred you can upload the letter into Canvas.)

Allergy/Immun Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link (choose one only) for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve All.Immun Case #2.pdf](#)

[Accessibility score: Low Click to improve Kenalog-40Inj_PL.pdf](#)

[Accessibility score: High Click to improve All.Immun Case #3.pdf](#)

[Accessibility score: High Click to improve All.Immun Case #4.pdf](#)

[Accessibility score: High Click to improve All.Immun Case #5.pdf](#)

Resources for Chapter 37

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Clinical Skills Online Videos

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

[View \(Links to an external site.\)Links to an external site.](#)

Content Updates

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Interactive Procedure Checklists

[View \(Links to an external site.\)Links to an external site.](#)

Medical Assisting Competency Challenge

[View \(Links to an external site.\)Links to an external site.](#)

Medical Terminology Audio Glossary

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Exams

Sample Certification Exams

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Professional Practice

Medisoft Exercises

[View \(Links to an external site.\)Links to an external site.](#)

Practice Partner Activities

[View \(Links to an external site.\)Links to an external site.](#)

Work Products

[View \(Links to an external site.\)Links to an external site.](#)

Module 12: Video Resources

Click the links below to watch the videos listed on your checklist. Videos will open in a new window.

Non-closed Captioned Videos:

[Color Vision - Ishihara 14-7 \(Links to an external site.\)Links to an external site.](#)

[Visual Acuity-Snellen Chart 14-5 \(Links to an external site.\)Links to an external site.](#)

[Visual Acuity-Jaeger System 14-6 \(Links to an external site.\)Links to an external site.](#)

[Instilling Eye Drops 14-4 \(Links to an external site.\)Links to an external site.](#)

[Irrigate Eye 14-1 \(Links to an external site.\)Links to an external site.](#)

[Irrigate Ear 14-2 \(Links to an external site.\)Links to an external site.](#)

[Instilling Ear Drops 14-3 \(Links to an external site.\)Links to an external site.](#)

Closed Captioned Videos:

[Color Vision - Ishihara 14-7 \(Links to an external site.\)Links to an external site.](#)

[Visual Acuity-Snellen Chart 14-5 \(Links to an external site.\)Links to an external site.](#)

[Visual Acuity-Jaeger System 14-6 \(Links to an external site.\)Links to an external site.](#)

[Instilling Eye Drops 14-4 \(Links to an external site.\)Links to an external site.](#)

[Irrigate Eye 14-1 \(Links to an external site.\)Links to an external site.](#)

[Irrigate Ear 14-2 \(Links to an external site.\)Links to an external site.](#)

[Instilling Ear Drops 14-3 \(Links to an external site.\)Links to an external site.](#)

KCMA 0200 Module- 12 Checklist7.18.13.pdf

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KCMA 0200 Module 12 Skills Sheet 7 26 13.pdf

[Accessibility score: High Click to improve](#)

[Download KCMA 0200 Module 12 Skills Sheet 7 26 13.pdf](#)

Kinn Chapter 37 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 37 Presentation.pdf](#)

Kinn Chapter 37 Study Guide.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 37 Study Guide.pdf](#)

Kinn's Chapter 37 Practice Quiz

Instructions

Read the questions carefully and choose the best answers.

Kinn's Chapter 37: Assisting in Ophthalmology Test

Instructions

Read the questions and choose the best answers.

Audiometer Assignment0001.pdf

[Accessibility score: Low Click to improve](#)

[Download Audiometer Assignment0001.pdf](#)

Language of Medicine Chapter 17 Presentation.pdf

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[Download Language of Medicine Chapter 17 Presentation.pdf](#)

LM Chapter 17 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 17 Study Guide.pdf](#)

Language of Medicine Chapter 17: Section I Quiz

Language of Medicine Chapter 17: Section II Quiz

Language of Medicine Chapter 17: Section III Quiz

Language of Medicine Chapter 17: Section IV Quiz

Language of Medicine Chapter 17: Section V Quiz

Language of Medicine Chapter 17: Section VI Quiz

Language of Medicine Chapter 17: Exam

ENT Spelling List.pdf

[Accessibility score: Perfect Click to improve](#)

[Download ENT Spelling List.pdf](#)

ENT Spelling Test

Language of Medicine Chapter 17: Abbreviation Test

Instructions

Read the questions and choose the best answers.

ENT Patient Case #1

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve ENT Case #1.pdf](#)

HIPAA Scenario:

You need to call the patient to give them the test results of the culture. You don't get an answer other than an answering machine. There is no HIPAA authorization on file. What information can you leave on the answering machine?

ENT Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link (choose one only) for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve ENT Case #2.pdf](#)

[Accessibility score: High Click to improve ENT Case #3.pdf](#)

[Accessibility score: High Click to improve ENT Case #4.pdf](#)

[Accessibility score: High Click to improve ENT Case #5.pdf](#)

Resources for Chapter 45

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

[View \(Links to an external site.\)Links to an external site.](#)

Content Updates

[View](#)

Interactive Procedure Checklists

[View \(Links to an external site.\)Links to an external site.](#)

Medical Assisting Competency Challenge

[View \(Links to an external site.\)Links to an external site.](#)

Medical Terminology Audio Glossary

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Exams

Sample Certification Exams

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Professional Practice

Medisoft Exercises

[View \(Links to an external site.\)Links to an external site.](#)

Practice Partner Activities

[View \(Links to an external site.\)Links to an external site.](#)

Work Products

[View \(Links to an external site.\)Links to an external site.](#)

Module 13 Checklist 12.2.13.pdf

[Accessibility score: High Click to improve](#)

[Download Module 13 Checklist 12.2.13.pdf](#)

Module 13 Skills Sheet 12.11.13.pdf

[Accessibility score: Medium Click to improve](#)

[Download Module 13 Skills Sheet 12.11.13.pdf](#)

Kinn Chapter 45 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 45 Presentation.pdf](#)

Kinn Chapter 45 Study Guide.pdf

[Accessibility score: High Click to improve](#)

[Download Kinn Chapter 45 Study Guide.pdf](#)

Kinn's Chapter 45 Practice Quiz

Instructions

Read the questions and choose the best answers.

Kinn's Chapter 45: Assisting in Endocrinology Test

Instructions

Read the questions and choose the best answers.

Language of Medicine Chapter 18 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Language of Medicine Chapter 18 Presentation.pdf](#)

LM Chapter 18 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 18 Study Guide.pdf](#)

Language of Medicine Chapter 18: Section I Quiz

Language of Medicine Chapter 18: Section II Quiz

Language of Medicine Chapter 18: Section III Quiz

Language of Medicine Chapter 18: Exam

Endocrinology Examination Spelling List.pdf

[Accessibility score: High Click to improve](#)

[Download Endocrinology Examination Spelling List.pdf](#)

Endocrinology Examination Spelling Test

Language of Medicine Chapter 18: Abbreviation Test

Instructions

Read the questions and choose the best answers.

Endo Patient Case #1 and Care Coordinations Assignments (5)

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Endocrine Module 13 KCMA 0200

Within this group of five (5) assignments you will be completing the usual 'Patient Case', but it is also designed to familiarize you with the Patient Centered Medical Home (PCMH) and Care Coordination which is a growing trend in healthcare. Complete each section as directed.

Part 1:**Patient Case**

Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Endo - Case 1 .pdf](#)

Part 2:**Accountable Care Organization / Patient Centered Medical Home**

These are relatively new terms that you should become familiar with as a medical assistant. In compliance with the Affordable Care Act (ACA), Accountable Care Organizations (ACO) refers to a group of providers that work together to coordinate care for patients. The goal of this is to provide better care for patients and includes patient education, follow-up, coordination of care and much more but primarily for Medicare beneficiaries. There may be cost differentials and incentives to provider to provide this outcome based type of care for patients.

The Patient-Centered Medical Home creates partnerships between the provider, patient and family members across all health care systems to follow the seven principles of the PCMH:

- Personal physician
- Physician-directed medical practice
- Whole person orientation
- Care is coordinated and/or integrated
- Quality and safety
- Enhances access
- Payment reform

Read and view the links below:

1. Please read and review the following links and other research necessary to understand the basis of these terms and processes used within ACO and PCMH.
 1. http://www.aama-ntl.org/cma-today/archives/article?id=fe98cf4a-4840-6a90-a81c-ff00003b2c18#.UqjeD_RDue5 (Links to an external site.)Links to an external site.
 2. <http://www.aafp.org/practice-management/pcmh/patient-care.html> (Links to an external site.)Links to an external site.
 3. http://www.acponline.org/running_practice/delivery_and_payment_models/pcmh/understanding/what.htm (Links to an external site.)Links to an external site.
 4. Read information about motivational interviewing in the following links. (You may also want to review the Patient Education chapter in the Kinn's Medical Assisting Text book)
 1. [Accessibility score: Low Click to improve Motivational Interviews in Healthcare Settings.pdf](#)
 2. [Accessibility score: Low Click to improve mi_rationale_techniques.pdf](#)
 3. <http://www.ncbi.nlm.nih.gov/pmc/articles/PMC2231547/>
 4. [Accessibility score: Low Click to improve Motivational Interview Information](#)

5. Watch the following videos about ‘Motivational Interview’ and read information on the links.
 1. http://www.youtube.com/watch?v=s3MCJZ7OGRk&list=PL0Iq5_Y7Dui-KRC5Z4ordPG1j7syCsLhq&feature=c4-overview-vl (Links to an external site.)Links to an external site.
 2. <http://www.youtube.com/watch?v=nwctPFfyG8M> (Links to an external site.)Links to an external site.
 3. <http://www.youtube.com/watch?v=l0EWX8GF5k> (Links to an external site.)Links to an external site.
 4. <http://www.youtube.com/watch?v=xDicySf8428>

Read the links below:

1. Read the information contained in the following links related to Health Literacy.
 1. <http://www.health.gov/communication/literacy/quickguide/factsbasic.htm> (Links to an external site.)Links to an external site.
 2. <http://nnlm.gov/outreach/consumer/hlthlit.html> (Links to an external site.)Links to an external site.

Part 3:

Administrative Task:

1. Create a one page Patient Educational Material handout addressing information about diabetes after reading the information in the link below regarding reading level for this type of document incorporating ‘Health Literacy’. You may research online for PEM’s and subject material but be sure to cite correctly for references used.
2. Calculate the reading level of your PEM.
3. Ask a classmate to review and give at least one comment regarding impression of document.
4. Upload into Canvas for review by your instructor.

[Accessibility score: High Click to improve Patient Education Material Readability.pdf](#)

Part 4:

As you work with patients the physician will give you directives and you will determine what the specific need of each patient may be. It may require you to do some research of available resources to assist them as a Care Coordinator to meet the goal and outcomes for their health status and the physician’s orders.

Patient Care Coordination Additional Case Study:

As you begin reviewing the referrals and information with your patient from the ‘Patient Case’ he/she expresses concerns about the cost of medications and other diabetic supplies. What could you do to help?

Use the following links, or others of your choice, research assistance programs for medications and diabetic supplies.

<http://www.diabetes.org/living-with-diabetes/health-insurance/prescription-assistance.html> (Links to an external site.)Links to an external site.

Write a brief summary of what you have learned about these types of programs.

1. What are some of the eligibility guidelines used for patients to qualify for assistance programs?

2. Name two programs you found in your search.
3. What type of items can be obtained through assistance programs for qualifying individuals?
4. Include a completed Patient Assistance Application form. (This can be found online or use the link below) This may be uploaded into Canvas or turned in to your instructor for review.

[Accessibility score: Low Click to improve Lilly Medication Assistance Application Form.pdf](#)

Part 5: Summary- answer the questions below.

1. Write a brief summary of your understanding of PCMH and how this will affect the way you perform as a medical assistant within a health care facility in which the medical home model is followed.
2. Write a brief summary of how you will incorporate 'Motivational Interviewing' as you work with patients.
3. Define 'Health Literacy'.
4. What does the term 'Care Coordination' mean to you? Write a brief summary and give a minimum of **five (5) examples** how a medical assistant can act in this position in the health care setting using this patient case, PEM and assistance program as part of the criteria.
5. Upload the assignment into Canvas for review by your instructor.

References:

Balasa, D. (2011, July/Aug). *Aco's could boost pcmh'a*. Retrieved from <http://www.aama-ntl.org/cma-today/archives/article?id=fe98cf4a-4840-6a90-a81c-ff00003b2c18> (Links to an external site.)Links to an external site.

AAFP. (n.d.). *The patient comes first*. Retrieved from <http://www.aafp.org/practice-management/pcmh/patient-care.html>

Erickson, S. (2010, July). *8/3/2010 1 the patient centered medical home (pcmh): Overview of the model and movement* . Retrieved from http://www.acponline.org/running_practice/delivery_and_payment_models/pcmh/understanding/what.htm (Links to an external site.)Links to an external site.

Sobell, S. (2008). *Motivational interviewing strategies and techniques : Rationale s and examples*. Retrieved from http://www.nova.edu/gsc/forms/mi_rationale_techniques.pdf

Lussier, R. (2007, December). *The motivational interview*. Retrieved from <http://www.ncbi.nlm.nih.gov/pmc/articles/PMC2231547/>

Matulich, B. (2013). *Introduction to motivational interviewing* [Web]. Retrieved from https://www.youtube.com/watch?v=s3MCJZ7OGRk&list=PL0Iq5_Y7Dui-KRC5Z4ordPG1j7syCsLhq&feature=c4-overview-v1 (Links to an external site.)Links to an external site.

Butterworth, S. (2009). *Health science interview series* [Web]. Available from <https://www.youtube.com/watch?v=nwctPFfyG8> (Links to an external site.)Links to an external site.

U.S. Department of Health and Human Services. (n.d.). *Quick guide to health literacy*. Retrieved from <http://www.health.gov/communication/literacy/quickguide/factsbasic.htm> (Links to an external site.)Links to an external site.

Almader, D. (2013, June). *Health literacy*. Retrieved from <http://nnlm.gov/outreach/consumer/hlthlit.html> (Links to an external site.)Links to an external site.

American Diabetes Association. (n.d.). *Prescription assistance*. Retrieved from <http://www.diabetes.org/living-with-diabetes/health-insurance/prescription-assistance.html> (Links to an external site.)Links to an external site.

The following is information related to billing care coordination services and is only for your information:

[Using These CPT Codes Could Pay for Coordinating Care \(Links to an external site.\)](#)[Links to an external site.](#)
<http://www.sucsessehs.com/item/get-paid-for-care-coordination-with-new-cpt-codes.htm> [\(Links to an external site.\)](#)[Links to an external site.](#)

The American Medical Association (AMA) specifically created five new Current Procedural Terminology (CPT) codes for use in 2013 that address care coordination. Two of these five codes reimburse for post-discharge transitional care coordination. These include:

- **99495:** Physicians must have and document a medical discussion about care transitions with a patient or caregiver within two days of discharge from a facility. This initial discussion does not necessarily have to take place in person, but an additional face-to-face visit must take place within two weeks.
- **99456:** Physicians must have and document a medical discussion about care transitions with a patient or caregiver within two days of discharge from a facility. This initial discussion does not necessarily have to take place in person, but an additional face-to-face visit must take place within one week.

Medicare reimburses for these codes, approximating a 2013 total payout of nearly \$600 million for practices to handle patients' transitions from hospitals to other care delivery settings.

The other three newly created codes are used for reporting complex chronic care coordination services. These include:

- **99487:** This code should be used for the first hour of clinical staff time spent coordinating care over a 30-day period in cases where there is no face-to-face visit.
- **99488:** This code should be used to report the first hour of care coordination time over a 30-day period and a face-to-face visit.
- **99489:** This code should be used for 30-minute increments of clinical staff time directed by a physician or other qualified health care professional over the initial hour of care coordination.

All three of these codes may only be reported once per calendar month. At this time, Medicare considers these three CPT codes as bundled services and will not reimburse for them in 2013. However, other payers may cover these codes, and Medicare may cover them in the future, as well.

These new codes, along with Medicare's decision to accept them, underscore the importance of care coordination in improving quality of care and reducing health care costs. They also represent a great revenue opportunity for physicians. So how can you join other providers in using these codes?

Start by contacting your payers to find out whether they will accept these codes. Be sure you understand how to use the codes properly and educate staff on them accordingly. Since these codes report services provided over a 30-day period, they may present challenges in tracking time spent on care coordination. You may need to develop a system for tracking this time in order to properly and efficiently bill for these services. Finally, reach out to other stakeholders in the health system to identify opportunities to provide these services. For example, consider strengthening relationships with local hospitals to increase your chances of being notified when a patient is discharged.

Want to learn more about care coordination and how it improves quality? Find out [how transitions of care impact outcomes \(Links to an external site.\)](#)[Links to an external site.](#) and check out [five ways EHRs improve care coordination \(Links to an external site.\)](#)[Links to an external site.](#)

- See more at: <http://www.sucsessehs.com/item/get-paid-for-care-coordination-with-new-cpt-codes.htm#sthash.ZwvRKg5I.dpuf> [\(Links to an external site.\)](#)[Links to an external site.](#)

Greenway. (n.d.). *Using these cpt codes can pay for coordinating care.* Retrieved from Using These CPT Codes Could Pay for Coordinating Care <http://www.sucsessehs.com/item/get-paid-for-care-coordination-with-new-cpt-codes.htm>

Endo Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions

Using the information provided in the link (choose one only) for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve Endo Case #2.pdf](#)

[Accessibility score: High Click to improve Endo Case #3.pdf](#)

[Accessibility score: High Click to improve Endo Case #4.pdf](#)

[Accessibility score: High Click to improve Endo Case #5.pdf](#)

Resources for Chapter 48

Prepare for Class, Clinical, or Lab

Chapter Review Activities

[View \(Links to an external site.\)Links to an external site.](#)

Clinical Skills Online Videos

[View \(Links to an external site.\)Links to an external site.](#)

Chapter Quiz

[View \(Links to an external site.\)Links to an external site.](#)

Content Updates

[View](#)

Interactive Procedure Checklists

[View \(Links to an external site.\)Links to an external site.](#)

Medical Assisting Competency Challenge

[View \(Links to an external site.\)Links to an external site.](#)

Medical Terminology Audio Glossary

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Exams

Sample Certification Exams

[View \(Links to an external site.\)Links to an external site.](#)

Prepare for Professional Practice

Medisoft Exercises

[View \(Links to an external site.\)Links to an external site.](#)

Practice Partner Activities

[View \(Links to an external site.\)Links to an external site.](#)

Work Products

[View \(Links to an external site.\)Links to an external site.](#)

KCMA 0200 Module 14 Checklis7.18.13.pdf

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[Download KCMA 0200 Module 14 Checklis7.18.13.pdf](#)

KCMA 0200 Module 14 Skills Sheet 7 16 13.pdf

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[Download KCMA 0200 Module 14 Skills Sheet 7 16 13.pdf](#)

Kinn Chapter 48 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Kinn Chapter 48 Presentation.pdf](#)

Kinn Chapter 48 Study Guide.pdf

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Procedure 48-1 Sensorimotor Changes in Aging

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To complete Procedure 48-1 use the Procedure Checklist Manual as a guide. Complete a minimum of two of the tasks indicated that represent some type of sensorimotor change that may be secondary to aging. After completion of the experience write an explanation of what you did, how it made you feel and how it will make you more empathic with your patients who deal with these types of difficulties on a daily basis.

You may complete on a word product and load into Canvas for credit on this assignment.

Kinn's Chapter 48 Practice Quiz

Instructions

Read the questions and choose the best answers.

Kinn's Chapter 48: Assisting in Geriatrics Test

Instructions

Read the questions and choose the best answers.

Language of Medicine Chapter 19 Presentation.pdf

[Accessibility score: Medium Click to improve](#)

[Download Language of Medicine Chapter 19 Presentation.pdf](#)

LM Chapter 19 Study Guide.pdf

[Accessibility score: Low Click to improve](#)

[Download LM Chapter 19 Study Guide.pdf](#)

Language of Medicine Chapter 19: Section I Quiz

Language of Medicine Chapter 19: Section II Quiz

Language of Medicine Chapter 19: Exam

Oncology Examination Spelling List.pdf

[Accessibility score: High Click to improve](#)

[Download Oncology Examination Spelling List.pdf](#)

Oncology Examination Spelling Test

Language of Medicine Chapter 19: Abbreviation Test

Instructions

Read the questions and choose the best answers.

Onc Patient Case #1

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Using the information provided in the link for this patient, complete a "Patient Case" on paper as instructed in the Patient Case instructions at the beginning of this course.

[Accessibility score: High Click to improve Onc Case #1.pdf](#)

HIPAA Scenario:

You have called your patient the day before the appointment as a reminder. The patient's husband answers the telephone. There is not HIPAA authorization on file. What information can be left with her husband?

Onc Patient Case #2

PublishedCan't unpublish [missing % {name} value] if there are student submissions



**SCHOOL OF APPLIED TECHNOLOGY &
TECHNICAL SPECIALTIES
AIR CONDITIONING/HEATING/REFRIGERATION (KACC)**

Using the information provided in the link (choose one only) for this patient, complete a "Patient Case" in the EMR (Practice Partner) as instructed in the Patient Case instructions at the beginning of this course. You will need to upload your screen shots using the link below.

[Accessibility score: High Click to improve Onc Case #2.pdf](#)

[Accessibility score: High Click to improve Onc Case #3.pdf](#)

[Accessibility score: High Click to improve Onc Case #4.pdf](#)

[Accessibility score: High Click to improve Onc Case #5.pdf](#)