

FOURTH EDITION

# Computerized Medical Office Procedures

A Worktext



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based multiple choice questions at the end of each chapter to help strengthen critical thinking and application skills A table correlating Cognitive Learning Objectives with Performance Skills Learning Objectives clearly identifies the cognitive basis for each clinical skill The Administration of Medication chapter has been extensively revised to include the most current and commonly used drugs exposing readers to medication names most likely encountered in the medical office What Would You Do What Would You Not Do case study boxes and responses profile real world cases throughout the chapter English to Spanish medical terms appendix covers glossary terms used by medical assistants when interacting with Spanish speaking patients The National Guide to Educational Credit for Training Programs ,2000 **Delmar's Clinical Medical Assisting-1ml 3e** Lindh,Pooler,Tamparo,2005-12 Includes Transition Guide from the 2nd edition to the 3rd edition Answer Key to Text Review Questions and Critical Thinking Questions Answers to Workbook Exercises Activities and Case Study Questions

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