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MEDICAL OFFICE POLICY AND PROCEDURE MANUAL

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Medical Office Policy And Procedure Manual

Marilyn Takahashi Fordney

Medical Office Policy And Procedure Manual:

The Medical Office Policy Manual ,1996 Lippincott Williams and Wilkins' Administrative Medical Assisting Elizabeth A. Molle,Laura Southard Durham,2003-12-01 This text is designed to meet the needs of students in medical assisting who are studying the administrative portion of the curriculum as well as students in transcription coding and related programs This competency based textbook provides a wealth of guidance for administrative skills The text covers the front office topics scheduling billing coding bookkeeping office management and insurance issues Helpful pedagogy including Key Terms a Glossary and Critical Thinking Challenges familiarize students with the material and help with problem solving The ancillary package includes an Instructor s Resource Kit with an Instructor s Manual and Resource CD ROM as well as a student study guide Visit <http://www.lww.com/go/molleadmin> for more information

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A Guide to Starting a Medical Office American Academy of Pediatrics, 1997

Administrative Procedures for Medical Assisting Barbara Ramutkowski, Kathryn A. Booth, Donna Jeanne Pugh, Sharion Thomson, Leesa Whicker, McGraw-Hill, 2004-07-09. Administrative Procedures for Medical Assisting 2nd edition addresses the most current competencies for CMA certification. CPR procedures, coding and insurance billing requirements, HIPPA regulations and OSHA guidelines. It also includes coverage of timely issues such as medical response to bioterrorism which none of the competitors include. It retains its thorough coverage of procedures. It trains students on medical office administrative procedures and equipment, infection control, and much more.

Instructor's Manual and Key for Medical Office Procedures Karonne J. Becklin, 1999

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Medical Office Practice - IML Atkinson, 1998-09

The 50 Essential JCAHO Survey Policies and Procedures Diana L. Arendt, 2004

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