

Answer Key

Self-Evaluation Exam 2: Medical Medical Assisting Review 4e

1. (D) In this example, twenty-eight capsules of a 250-mg dose of erythromycin should be dispensed to the patient. The formula is the following: $28 \times 250 \text{ mg} = 7,000 \text{ mg}$, which is the same total amount as the original prescription (500 mg twice a day for seven days: $500 \times 2 \times 7 = 7,000 \text{ mg}$ total).
2. (C) Registered Mail is the most secure service offered by the post office. Registered Mail provides insurance coverage for valuable items and is controlled from the point of mailing to the point of delivery. This service should be reserved for mailing items of tangible value, such as gifts or items that cannot be replaced in case of loss or damage. First Class Mail and Priority Mail can be registered.
3. (C) Denial is an unconscious defense mechanism in which a person avoids emotional conflict and anxiety by refusing to acknowledge thoughts, feelings, desires, or facts that are consciously unacceptable.
4. (C) A speculum is used to examine the vagina. This instrument is a retractor used to separate the vaginal walls to allow for examination of internal structures.
5. (E) Induration, which is the hardening of the skin caused by inflammation (a reaction to the tuberculin protein derivative), indicates a positive result of a tuberculin test.
6. (E) The soleus muscle is located in the leg.
7. (E) Night blindness is caused by a deficiency in vitamin A. Vitamin B₁ deficiency may lead to Wernicke-Korsakoff syndrome. Hemorrhage can be a symptom of vitamin K deficiency. Pernicious anemia may be caused by vitamin B₁₂ deficiency.
8. (C) Afferent neurons conduct nerve impulses toward the spinal cord and brain.
9. (B) When using a modified-block letter style, begin all lines at the left margin, with the exception of the date line, complimentary closure, and keyed signature, which usually begin at the center position.
10. (C) Under the old classification system, Third Class Mail included books and catalogues of twenty-four or fewer bound pages, manuscript copies, identification cards, circulars, and other printed materials, as well as all other matter weighing less than 16 ounces that was not sent First or Second Class.
11. (E) Calls that require the attention of the physician include emergency calls, calls from other doctors and physicians, calls from patients who want to discuss test results (particularly abnormal results), calls from patients who want to discuss symptoms with the physician, reports from patients concerning unsatisfactory progress, requests for prescription renewals when they have not been previously authorized by the physician, and personal calls. In general, all emergencies should be routed to the physician immediately. Calls from other physicians should also be routed to the doctor immediately if possible.

Medical Assisting Workbook Answers Chapter 36

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Glencoe Administrative Procedures for Medical Assisting: A Patient-Centered Approach, Student Workbook Cindy Keller, Abdulai Barrie, Cindy Abel, Barbara Ramutkowski, Laurie Dazarow, 1998-08-12.

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Wise, 1994-03.

Mosby's Workbook for Fundamentals of Medical Assisting Sharron M. Zakus, Eggars, 1990. Not available through Harcourt.

Workbook to Accompany Thomson Delmar Learning's Administrative Medical Assisting, 2006.

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

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