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The Cumulative Book Index ,1983 A world list of books in the English language

MGMA Connexion ,2003 Saunders Textbook of Medical Assisting Diane Klieger, 2005 This comprehensive and visually appealing text covers all aspects of both the AAMA and AMT national curricula for medical assisting including medical terminology anatomy physiology and pathophysiology. The text is written in a reader friendly style and integrates features designed to foster a greater awareness for students of the consequences of their actions on the job as well as to develop greater empathy for the patient's experience A recurring Ripples on the Pond analogy emphasizes this ripple or consequences effect Case scenarios at the beginning of chapters challenge students to put the chapter content into a real world perspective with follow up questions at the end of chapters that are designed for self reflection homework assignments or class discussion An integrated package includes an interactive skills software program in the text a student workbook with recall application and critical thinking exercises a complete instructor's package and a companion website A Ripples on the Pond theme is designed to help students become more aware of the consequences and the cause and effect of their actions on the job This theme is reinforced visually and in content features throughout the text Patient Centered Professionalism boxes throughout chapters help students think about the chapter content in the perspective of the patient's experience so they can develop empathy for the patient and consider how their actions will be experienced by the patient Coverage of national curriculum competencies with a listing of the AAMA and RMA competencies in the instructor's package A correlation grid of chapter objectives to curriculum competencies assures complete compliance with accreditation requirements Two special chapters on student skills and employment provide excellent advice on how to get the most out of the learning experience and how to get a job and succeed in one s career Coverage is included of the three prerequisites of

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