



Lippincott's Pocket Guide to Medical Assisting

Julie B. Hosley, Hosley, Molle-Matthews

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Owning this handy pocket-sized guide is like having confidence in your pocket . It provides 150 of the most common administrative and clinical procedures medical assistants must master. Well organized and easy-to-use, the handbook utilizes a step-by-step format to review each procedure. Rationales are provided for each step, and line drawings help to clarify material. Designed to support the medical assistant in action, this convenient reference also tells the reader to Assemble this Equipment , Instruct the Patient , and gives documentation guidelines as well as examples

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