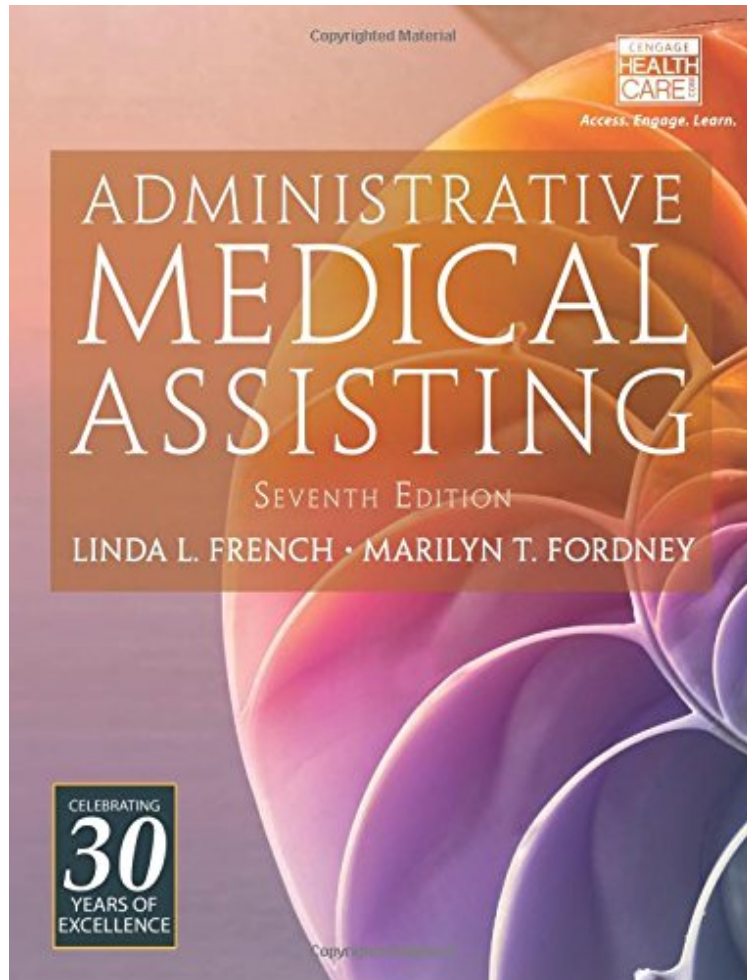


[Ebook pdf] Administrative Medical Assisting (with Premium Web Site, 2 terms (12 months) Printed Access Card)

## Administrative Medical Assisting (with Premium Web Site, 2 terms (12 months) Printed Access Card)

*Linda L. French, Marilyn T. Fordney*  
ePub | \*DOC | audiobook | ebooks | Download PDF



[Download](#)

[Read Online](#)

#58921 in Books Cengage Learning 2012-05-17 Original language: English PDF # 1 11.00 x 1.25 x 8.001, 3.60 #File Name: 1133133924864 pages | File size: 15.Mb

**Linda L. French, Marilyn T. Fordney : Administrative Medical Assisting (with Premium Web Site, 2 terms (12 months) Printed Access Card)** before purchasing it in order to gauge whether or not it would be worth my time, and all praised Administrative Medical Assisting (with Premium Web Site, 2 terms (12 months) Printed Access Card):

1 of 1 people found the following review helpful. Text book okay...access card availability misleading!By CustomerItem meets needs except for the statement "with Premium card access". The card has already been used so you can't access. This statement should be removed because it is miss leading.1 of 1 people found the following review helpful. OutdatedBy MelissaThis book is so outdated.0 of 0 people found the following review helpful. Five StarsBy Dawnaperfect

ADMINISTRATIVE MEDICAL ASSISTING, 7E, is the most comprehensive learning package available for front-office medical assisting, featuring step-by-step procedures for job skills and the development of critical thinking through real-life scenarios. This proven package includes in-depth coverage of essential administrative competencies including professional and career responsibilities, interpersonal communications, records management, written communications, financial administration, and managing the office. Updated to reflect the latest accreditation and certification standards, this robust resource also features new or updated content in every chapter, including the latest requirements for skill competency, technology, insurance regulations and health care reform, and legal compliance essential for medical assistants to succeed as 21st-century allied health professionals.

"I have reviewed other texts for my courses and have yet to find a better one for meeting my students' and program needs." Diana Reeder, CMA(AAMA), Medical Assisting Program Coordinator, Maysville Community Technical College, Maysville, KY "I believe that the depth and content of the book meets and exceeds accreditation standards to be used as a resource for training the medical assistant. The information in this book can build transitional skills and provide relevant knowledge that will ensure the development of the administrative medical assistant of any specialty." Sybil Burrell, Instructor, Jefferson State Community College, Birmingham, AL About the Author Linda L. French, CMA-C (AAMA), NCICS, CPC is a Certified Medical Assistant-Clinical Specialist (AAMA), Nationally Certified Insurance and Coding Specialist (NCCT), and Certified Professional Coder (AAPC). Prior to teaching, she worked for 15 years in a variety of physician office settings as a clinical and administrative medical assistant, medical insurance biller, and office manager. In addition to consulting to physicians and providing customized employee training, Ms. French has spent more than a decade teaching allied health courses at community colleges, adult schools, post-secondary institutions, and private corporations through UCSB-Extend. Marilyn Takahashi Fordney, CMA-AC has authored and coauthored over 50 textbooks for two major publishers. In 2004, Administrative Medical Assisting, Fifth Edition won the William Holmes McGuffey Award in Life Sciences from the Text and Academic Authors Association. Fordney continues to give professional lectures and is a member of a number of professional national associations.