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List of Changes

Medical Assisting: Administrative and Clinical Procedures with Anatomy and Physiology

7th Edition

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available in

McGraw Hill **connect**®

The seventh edition of *Medical Assisting: Administrative and Clinical Procedures with Anatomy and Physiology* has many exciting and noteworthy updates. With insightful feedback from our users and reviewers, our experienced author team set out to create a one-of-a-kind, dynamic, practical, realistic, and comprehensive set of tools for individuals preparing to become medical assistants as well as the instructors helping them to accomplish this task.

When you begin the book, you will find it is not just about rote memorization of concepts. Medical Assisting immerses you in the world of BWW Medical Associates, where you learn as you confront new workplace challenges in each chapter. All elements of the book-from the case studies in each chapter and the Soft Skills Success exercises to the screenshots and other visuals-immerse the student in a realistic learning environment. Case studies are built around a set of patients who regularly visit BWW Medical Associates, and you will get to know these patients as well as the employees of BWW Medical Associates as you move through the chapters and the accompanying EHR exercises. Within this framework, we have worked to provide the most up-to-date information about all aspects of the medical assisting profession, with a focus on consistency, authenticity, and accuracy.
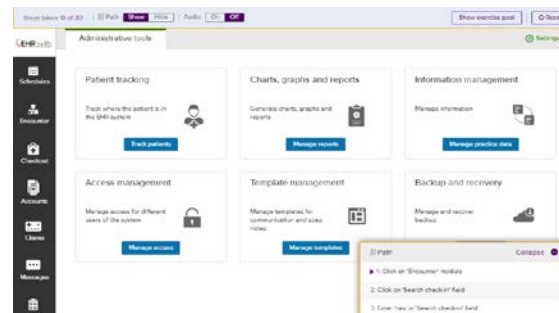
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Changes to Booth, Medical Assisting Administrative and Clinical Procedures, 7e

The following chapter-by-chapter list includes the essential changes and updates made to the book. A full list of changes is available in the transition guide provided in the Instructor Resources on Connect.

Chapter 1   The medical assistant as a patient navigator, scope of practice procedure, standard of care, and practice test provided by certification organizations. A new procedure titled Locate Your State's Legal Scope of Practice

Chapter 2   Affordable Care Act and Patient Centered
Medical Care Home, Medical Scribe

Chapter 3   Professional use of personal electronic devices and social media, customer service as professionalism, cultural diversity with co-workers

Chapter 4   Introduction to Behavioral Health Issues, Substance Abuse, and Gender Identity and Sexuality and more detail about Roadblocks to Effective Communication

Chapter 5   POLST, Advance Medical Directive, DNR, and DNAR

Chapter 6   OPIM, transmission-based precautions, and OSHA education and training requirements for ambulatory care

Chapter 7   Computer Vision Syndrome, service dogs and comfort animals, visual relay services

Chapter 8   Computer networks and encryption, current software management programs, monitoring of professional e-mails, computer security

Chapter 9   Mixing 10% bleach solution; key terms nasoscope, examination light, laryngeal mirror, nasal speculum, otoscope, penlight, reflex hammer

Chapter 10   E-mail etiquette, delivery notification, invoice versus statement, using "rules" for e-mail management

Chapter 11   Records release rules, changed the terminology from chart to health record, SOMR clarified

Chapter 12   Meaningful Use, expanded coverage of shared data, general guidelines for using an EHR program, practice management systems, updated EHR content with new
program

Chapter 13   Retaining files in the office section, filing to reflect modern office standards, updated EHR figures

Chapter 14   Communicating with deaf, Uber, Lyft, and cell phone use

Chapter 15   Electronic media use, defined modeling versus return demonstration; sample e-newsletter, patient information form, and physician information figures added

Chapter 16   Telehealth, electronic scheduler, examples of wave scheduling and modified wave scheduling

Chapter 17   Uninsured, precertification, patient-centered medical homes (PCMH) concept, Medicare tax and salary requirement updates, Insurance 1500 claim form with updated instructions

Chapter 18   Removed comparison of ICD-9 and ICD-10 codes as ICD-10-CM is now only coding system used in the United States. All ICD-10 coding exercises updated to 2019 edition

Chapter 19   Changed title to Procedural Coding, updated to 2019 codes throughout

Chapter 20   In-Office Transactions, Payments After the Patient Visit, and Returned Checks; new terms added: accounts receivable (A/R), accounts payable (A/P)

Chapter 21   New Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 22   Added melanin and modified burn and skin cancer sections, New Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 23   New Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 24   New Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 25   Added interatrial and interventricular as related to the septum and additional information about capillaries; new Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 26   New Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 27   Removed HIV/AIDS section and revised Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology

Chapter 28   Added image of paranasal sinuses, new Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 29   New Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 30   New Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 31   New Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 32   New Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 33   New Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 34   New Medical Terminology focus feature and "Diagnostic Exams and Tests" heading under Pathophysiology section

Chapter 35   Updated CDC Reportable Diseases

Chapter 36   Clarified communication with child, updated tables

Chapter 37   Updated normal vital signs measurements, added Points on Practice for Body Measurements, moved Pulse Oximeter to this chapter.

Chapter 38   Added new Caution: Handle with Care feature "Understanding Communication Barriers"

Chapter 39   New Figure 39-3 of mammogram

Chapter 40   Expanded the list of tests routinely performed as part of neonatal screening to include cystic fibrosis, biotinidase deficiency, galactosemia, hypothyroidism, and sickle cell disease

Chapter 41   Added more challenges faced by geriatric patients, updated hypertension per AHA guidelines

Chapter 42   Added chondrosarcomas to Table 42-1; updated several images; added chemical and nuclear stress tests information

Chapter 43   Revised types of vision test and included contrast sensitivity and functional acuity tests; added Weber and Rhine hearing tests with images

Chapter 44   Added section about Point of Care tests

Chapter 45   Revised content about microscope, CLIA Certificate of Waiver, and calibration and control samples

Chapter 46   Added CDC's "Be Antibiotics Aware" information on antibiotic resistance avoidance

Chapter 47   Revised the text and illustrations for clarity, and replaced some illustrations with photographs; added new photos for bacteria, yeast, and parasites

Chapter 48   Reorganized information for clarity and added new learning outcome, new information about ESR, and performing blood collection; added requisition form to chapter

Chapter 49   Moved Pulse Oximeter information to Chapter 37

Chapter 50   Added information about the problem with eye makeup causing MRI artifacts

Chapter 51   Updated drug names and addressed look-alike/ sound-alike drugs

Chapter 52   Added media resources to improve understanding

Chapter 53   New images of calibrated spoons and oral syringes; additional information about needle selection

Chapter 54   New images of crutch gaits to improve understanding

Chapter 55   New images of nutrients; added celiac and nonceliac gluten sensitivity, allergy treatments, preventing obesity

Chapter 56   Updated figures to be more in line with today's earnings

Chapter 57   Updated tourniquet usage, changed triage to prioritization protocols in Caution box: Planning and Implementing a Preparedness Plan for Pandemic Illness

Chapter 58   Stressed leaving options open in the "Professional Objective" section of the résumé

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