# *Medical Assisting 8th edition Booth Test Bank*

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# Medical Assisting Edition 8 by Booth

CORRECT ANSWERS ARE LOCATED IN THE 2ND HALF OF THIS DOC.

**MULTIPLE CHOICE - Choose the one alternative that best completes the statement or answers the question.**

1) The primary purpose of the American Board of Medical Specialties (ABMS) is _____.
   A) to offer national certification to medical assisting practitioners
   B) to advance the field of pharmacy and the safety of patients
   C) to maintain and improve the quality of medical care and to certify doctors in various specialties
   D) to provide education and information resources to the entire field of internal medicine and its subspecialties
   E) to oversee accreditation of hospitals and outpatient surgery centers

2) Insurance companies refer to which group of physicians as primary care physicians?
   A) cardiologists and orthopedists
   B) pathologists and psychiatrists
   C) family practitioners and internists
   D) gerontologists and endocrinologists
   E) podiatrists and gastroenterologists

3) What type of physician specialist reads electrocardiograms (ECGs) for hospital laboratories?
   A) cardiologist
   B) gastroenterologist
   C) anesthetist
   D) phlebotomist
   E) pathologist

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4) The branch of medicine that works to maintain the function of the musculoskeletal system is called _____.
   A) urology
   B) orthopedics
   C) pediatrics
   D) neurology
   E) cardiology

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5) Which of the following is the nation's largest network of institutional healthcare providers?
   A) American Hospital Association
   B) American Medical Association
   C) American Pharmacists Association
   D) American College of Physicians
   E) American Association of Medical Assistants

6) The world's largest publisher of scientific and medical information is the _____.
   A) American College of Physicians
   B) American Medical Association
   C) American Hospital Association
   D) American Society of Clinical Pathologists
   E) American Pharmacists Association

7) Which type of physician specialist uses their eyes and hands to identify structural problems while supporting the body's natural tendency toward health and self-healing?
   A) doctors of osteopathy
   B) ophthalmologists
   C) dermatologists
   D) family practitioners
   E) obstetricians

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8) A physician who studies the changes a disease produces in the cells, fluids, tissues, and processes of the entire body is a(n) _____.
   A) internist
   B) family practitioner
   C) pathologist
   D) endocrinologist
   E) orthopedist

9) An example of a disorder treated by an endocrinologist is _____.
   A) hyperthyroidism
   B) stroke
   C) cleft lip
   D) heart disease
   E) hypertension

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10) Which of the following allied health professionals takes X-ray films of patients to help physicians diagnose broken bones, tumors, and ulcers?
A) radiographer
B) medical technician
C) radiation therapist
D) nursing assistant
E) nuclear medicine technologist

11) A physician specialist who cares for pregnant women is called a(n) _____.
A) endocrinologist
B) pediatrician
C) gynecologist
D) obstetrician
E) pathologist

12) The term "primary care physicians" refers to _____.
A) physicians who specialize in the diagnosis and treatment of diseases related to the kidneys
B) a group of physicians who share all aspects of a patient's care
C) physicians who study the changes a disease produces in the body
D) physicians who oversee patients' long-term healthcare
E) physicians who specialize in emergency care

13) Physicians who specialize in the diagnosis and treatment of diseases related to the internal organs are _____.
A) pathologists
B) orthopedists
C) internists
D) podiatrists
E) otorhinolaryngologists

14) A physician who diagnoses and treats physical reactions to substances such as mold, dust, fur, and pollen from plants or flowers is a(n) _____.
A) anesthetist
B) endocrinologist
C) oncologist
D) nephrologist
E) allergist

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15) Subspecialties of internal medicine include all of the following *except* _____.
A) gastroenterology
B) rheumatology
C) otorhinolaryngology
D) endocrinology
E) cardiology

16) A disorder related to the functioning of the stomach and intestines is treated by a(n) _____.
A) gerontologist
B) allergist
C) gastroenterologist
D) cardiologist
E) neurologist

17) A physician who diagnoses and treats diseases of the skin, hair, and nails is a(n) _____.
A) orthopedist
B) neurologist
C) gastroenterologist
D) dermatologist
E) endocrinologist

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18) A physician who specializes in the treatment of patients with cancer is a(n) _____.
A) pathologist
B) oncologist
C) surgeon
D) urologist
E) gynecologist

19) A registered nurse who graduated from a 2-year junior college nursing program is a(n) _____.
A) associate degree nurse
B) diploma graduate nurse
C) baccalaureate nurse
D) nurse practitioner
E) physician assistant

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20) Routine tasks such as maintaining patient profiles in a pharmacy's computer are performed by a _____.
A) pharmacist
B) nursing assistant
C) pharmacy technician
D) medical assistant
E) emergency medical technician

21) Which healthcare professional treats patients with asthma, bronchitis, emphysema, or pneumonia?
A) phlebotomist
B) respiratory therapist
C) anesthetist assistant
D) physical therapist
E) occupational therapist

22) Reconstruction, correction, or improvement of body structures is performed by a(n) _____.
A) general surgeon
B) psychiatrist
C) orthopedist
D) plastic surgeon
E) otorhinolaryngologist

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23) Which of the following healthcare professionals assists registered nurses and physicians by observing patients and reporting changes in their conditions?
A) medical technologist
B) licensed practical nurse
C) associate degree nurse
D) respiratory therapist
E) physician assistant

24) A medical assistant who assists in a dialysis unit probably works with which of the following types of physicians?
A) anesthesiologist
B) nephrologist
C) neurologist
D) cardiologist
E) allergist

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25) The study and recording of the electrical activity of the brain is called _____.
A) electrocardiography
B) electromyography
C) electroencephalography
D) electrotherapy
E) electropathology

26) The term that refers to assessment of the urgency and immediate medical needs of a patient is _____.
A) first aid
B) triage
C) emergency
D) paramedic
E) compliance

27) The minimum education level for a nurse practitioner is _____.
A) associate degree (AD)
B) baccalaureate degree (BSN)
C) master's degree (MS)
D) medical degree (MD)
E) doctor of philosophy degree (PhD)

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28) A graduate of a nursing program does not achieve the title of Registered Nurse until _____.
A) certified by the National Board of Medical Examiners
B) passing the state board examination for licensure
C) accredited by the liaison committee on medical education
D) applying to the American Medical Association for membership
E) completing a master's degree in nursing

29) A licensed practical nurse is *not* permitted to _____.
A) take temperatures, blood pressures, or respiratory rates
B) give a bed bath
C) perform dressing changes and apply compresses
D) perform some intravenous (IV) procedures
E) make beds and serve meals

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30) A graduate of a 3-year nursing program that is designed as a cooperative program between a community college and participating hospital is a(n) _____.
A) licensed practical nurse
B) associate degree nurse
C) diploma graduate nurse
D) baccalaureate nurse
E) nurse practitioner

31) A healthcare professional who assists patients and families in the selection of food choices that provide adequate and balanced nutrition is a(n) _____.
A) medical technologist
B) occupational therapist
C) registered dietitian
D) nursing assistant
E) medical assistant

32) An allied health professional trained to draw blood for diagnostic laboratory testing is a _____.
A) nursing assistant
B) pharmacist
C) radiologic technologist
D) phlebotomist
E) physical therapy assistant

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33) The branch of medicine that deals with the diagnosis and treatment of problems and diseases of older adults is _____.
A) gynecology
B) endocrinology
C) gastroenterology
D) osteopathy
E) gerontology

34) A certified registered nurse anesthetist (CRNA) is a registered nurse who _____.
A) has practiced for 10 years in a hospital setting
B) has a doctor of philosophy (PhD) degree
C) has completed an additional program recognized by the American Association of Nurse Anesthetists
D) has the ability to diagnose and treat independently of a physician
E) has been certified by the National Board of Medical Examiners



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35) Which physician specialist diagnoses and treats diseases of the kidney and bladder?
A) urologist
B) neurologist
C) ophthalmologist
D) pathologist
E) endocrinologist

36) What is the title of the healthcare professional who works under the direction of a physician and manages emergencies that occur in private and public locations?
A) emergency medical technician
B) emergency room technician
C) emergency responder
D) triage assistant
E) physician assistant

37) Which health professional assists the psychiatric team by observing behavior and providing information to help in planning therapy?
A) occupational therapist
B) physical therapy assistant
C) speech pathologist
D) mental health technician
E) emergency medical technician

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38) On-the-job training qualifies this member of the healthcare team to perform direct patient care under the supervision of the nursing staff.
A) medical assistant
B) vocational nurse
C) physical therapist
D) nursing aide
E) psychiatric aide

39) Duties of the physician assistant include _____.
A) taking a patient's medical history, performing physical examinations, and performing diagnostic and therapeutic procedures
B) preparing patients for examination, sterilizing equipment, and performing clerical work
C) maintaining supplies, instruments, and chemicals for the anatomic pathology laboratory
D) administering medications, changing wound dressings, and applying compresses
E) making beds, bathing patients, serving meals, and taking a patient's vital signs



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40) Radiology is the branch of medical science that _____.
A) diagnoses and treats diseases and disorders of the muscles and bones
B) uses X-rays and radioactive substances to diagnose and treat disease
C) provides the scientific foundation for all medical practice
D) studies and records the electrical activity of the brain
E) diagnoses and corrects deformities and treats external or internal injuries

41) Disorders such as stuttering and hearing impairment are diagnosed and treated by a(n) _____.
A) speech/language pathologist
B) occupational therapist
C) ophthalmic assistant
D) physical therapy assistant
E) massage therapist

42) Which of the following healthcare professionals have a 4-year degree and specialize in areas such as blood banking, microbiology, and chemistry?
A) Nuclear medicine technologists
B) Occupational therapists
C) Medical laboratory technicians
D) Radiologic technicians
E) Medical laboratory scientists

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43) An allied health professional who prepares frozen sections of dissected body tissues is a _____.
A) certified laboratory assistant
B) phlebotomist
C) pathologist's assistant
D) physician's assistant
E) surgical technician

44) A professional who has studied the chemical and physical qualities of drugs and dispenses medication to the public is a _____.
A) nurse practitioner
B) pharmacy technician
C) medical technologist
D) physical therapist
E) pharmacist



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45) Which physician specialist is also referred to as an ENT ?
A) nephrologist
B) pediatrician
C) otorhinolaryngologist
D) obstetrician
E) gerontologist

46) Which of the following allied health professionals takes health histories, performs physical examinations, conducts screening tests, and educates patients and families about disease prevention?
A) occupational therapist
B) associate degree nurse
C) independent nurse practitioner
D) licensed practical nurse
E) baccalaureate nurse

47) Which health professional uses modalities such as electricity, heat, cold, ultrasound, massage, and exercise to restore function and relieve pain after a patient's injury?
A) occupational therapist
B) physician's assistant
C) physical therapist
D) medical technician
E) vocational nurse

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48) The administration of radioactive drugs and the operation of radiation detection instruments is performed by a _____.
A) medical technologist
B) respiratory therapy technician
C) medical laboratory technician
D) nuclear medicine technologist
E) radiographer

49) The baby boom that occurred from 1946 to 1964 caused which of the following healthcare trends?
A) decrease in ambulatory care
B) emphasis on preventive care
C) increase in aging population
D) advancing technology
E) use of electronic health records

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50) Which of the following statements is *not* true about electronic health records?
A) The change from paper charts to EHR should be accomplished by 2014.
B) EHR is a major factor in the current trend toward preventive care.
C) EHR allows all of a patient's data to be accessible in one location.
D) EHR helps prevent mistakes with medication.
E) EHR provides faster access than paper charts.

51) Cara is a medical assistant who is interested in pursuing a career in medical coding. She tells you that she is a member of AAMA, but she would like to find a professional organization that is more closely aligned with her career goals. Which professional organization would you recommend to Cara?
A) American Medical Billing Association
B) Association of Healthcare Documentation Integrity
C) American Health Information Management Association
D) American Medical Technologists
E) American Association of Professional Coders

52) Which of the following U.S.-based nonprofit organizations is dedicated to maintaining and elevating the standards of healthcare delivery through the evaluation and accreditation of healthcare organizations?
A) American Medical Association
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B) American Hospital Association
C) American College of Physicians
D) The Joint Commission
E) American Pharmacists Association

53) Dori recently completed a course in medical transcription. She currently has an office job as a clinical medical assistant, but she has discovered that she is pregnant, and she wants to work at home after the baby arrives. She has been told that she can work for herself from her home, but she does not know much about self-employment. Which of the following organizations can help Dori?
A) American College of Physicians
B) American Medical Billing Association
C) American Hospital Association
D) American Health Information Management Association
E) Association of Healthcare Documentation Integrity

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54) Which of the following organizations developed and established the safety requirements known as National Patient Safety Goals?
A) American Medical Association
B) The Joint Commission
C) American Hospital Association
D) American College of Physicians
E) American Pharmacists Association

55) Which of the following is *not* a current healthcare trend?
A) advancement of technology
B) concentration on wellness
C) decrease in preventive care
D) aging population
E) increase in ambulatory care

56) Lynda has been losing weight and just doesn't look well. You ask her if she is ill, and she confides that she has an ongoing problem with diarrhea and abdominal cramping. Her family practitioner found no major problems and told her to try over-the-counter anti-diarrheal medicine. She is thinking about seeing a specialist, but she is not sure which type of specialist she needs. Which of the following healthcare professionals would you recommend?
A) Gynecologist
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B) Gerontologist
C) Osteopathic physician
D) Gastroenterologist
E) Bariatric specialist

57) Marianne's grandmother fell and bruised her arm badly. She is sure it is not broken, but it is swollen and very sore. She refuses to go to a doctor. Marianne thinks her grandmother would benefit from a more traditional method of promoting healing, such as stroking or vibration. Which of the following allied health professionals might Marianne suggest that her grandmother visit?
A) registered dietitian
B) acupuncturist
C) occupational therapist
D) physical therapist
E) massage therapist

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58) Ronnie likes her medical assisting job well enough, but she finds office work a little boring. She has a lot of energy as well as compassion for people who are suffering. Her supervisor has complimented her on her ability to keep a "cool head" under pressure. Ronnie is looking for a career that will allow her to help people who are injured or ill, but also offer more variety and excitement than her current job. Which of the following specialty careers might suit Ronnie?

A) dental assistant
B) cardiovascular technologist
C) pathologist's assistant
D) emergency medical technician
E) phlebotomist

59) Hospice services are offered only to patients with fewer than _____ to live.

A) 1 year
B) 3 months
C) 1 month
D) 6 months
E) 18 months

60) The education and licensing process for a physician who wishes to become board-certified in a specialty can take how many years to complete?

A) 4 to 6 years
B) 2 to 6 years
C) 4 to 8 years
D) 6 to 10 years
E) 9 to 12 years

61) All healthcare facilities are required to convert to electronic health records (EHRs) by the year _____.

A) 2013
B) 2014
C) 2015
D) 2012
E) 2016

**FILL IN THE BLANK. Write the word or phrase that best completes each statement or answers the question.**

62) Medical assistants are an integral part of the healthcare delivery _____ and therefore must have a working knowledge of the different specialties and allied health professionals.

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63) Physicians who treat patients of all ages with all types of illnesses are called _____ practitioners, general practitioners, or primary care physicians.

64) If you work for a family practice physician or group of physicians, you may be responsible for arranging patient appointments with _____.

65) The branch of medicine that diagnoses and treats problems and diseases of the older adult is _____.

66) The specialty of obstetrics deals with pregnancy, labor, delivery, and postpartum. It is often combined with _____. A practice that specializes in both is referred to as OB/GYN.

67) The treatment and preventative care of amateur and professional athletes is the subspecialty of _____ medicine.

68) A medical biller and _____ is responsible for entering data, such as charges into the patient accounts database and preparing insurance claim forms.

69) A(n) _____ health technician assists the psychiatric team by observing behavior and participating in group therapy and counseling sessions.

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70) The _____ helps patients to restore function, relieve pain, and prevent disability following illness or injury by using electricity, heat, cold, ultrasound, massage, and exercise.

71) Using a radio communication network, a(n) _____ medical technician works under the direction of a physician and is trained to triage patients and initiate appropriate treatment.

72) The AMA Code of Medical Ethics is the most comprehensive ethics guide for _____.

73) Membership in a(n) _____ association enables you to become involved in the issues and activities relevant to your field.

74) Benefits of membership in professional associations include continuing _____ and job networking opportunities.

75) Foods that have little or no processing before they are eaten are known as _____ foods.

76) Screening tests and drugs to ward off disease are commonly used in _____ care.

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77) Outpatient care is also known as _____ care because patients can walk into the facility in the morning, have tests or surgery, and go home in the afternoon.

78) In acupuncture, the channels through which qi, or life energy, flows are known as _____.

79) _____ are chemicals that regulate body functions, including growth, metabolism, and reproduction.

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## Answer Key

Test name: CH-02

1) C
The primary purpose of the ABMS is to maintain and improve the quality of medical care and to certify doctors in various specialties.

2) C
Most primary care physicians are family practitioners, internists, or OB/GYNs.

3) A
Cardiologists read electrocardiograms for hospital laboratories, as well as diagnose and treat cardiovascular diseases.

4) B
Orthopedics is a branch of medicine that specializes in maintaining the function of the musculoskeletal system and its associated structures.

5) A
Members of the American Hospital Association (AHA) include providers that represent every type of hospital, including rural, city, specialty centers, acute care facilities, free-standing hospitals, academic medical centers, and health systems and networks.

6) B
The American Medical Association (AMA) is the world's largest publisher of scientific and medical information and publishes 10 monthly medical specialty journals.

7) A
Osteopathic physicians use hands-on techniques that help relieve pain, restore motion, support the body's natural functions, and influence the body's structure.

8) C
Pathologists study the changes a disease produces in the cells, fluids, tissues, and processes of the entire body.

9) A
Endocrinologists diagnose and treat disorders of the endocrine system, including hyperthyroidism.

10) A



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A radiographer, or X-ray technician, assists a radiologist in taking X-ray films, which are used to diagnose broken bones, tumors, ulcers, and disease.

11) D
An obstetrician cares for women through pregnancy, labor, delivery, and the period following labor.

12) D
The term "primary care physicians" refers to individual doctors who oversee patients' long-term healthcare.

13) C
Doctors of internal medicine, or internists, specialize in diagnosing and treating problems related to the internal organs.

14) E
Allergists diagnose and treat physical reactions to allergens, which include substances such as mold, dust, fur, and pollen from plants or flowers.

15) C
Internal medicine subspecialties include cardiology, endocrinology, gastroenterology, and rheumatology but do not include otorhinolaryngology .

16) C
Gastroenterologists diagnose and treat disorders of the gastrointestinal tract, including problems related to the functioning of the stomach, intestines, and associated organs.

17) D
A dermatologist diagnoses and treats diseases of the skin, hair, and nails, including warts and acne as well as skin cancer.

18) B
Oncologists treat patients who have been diagnosed with cancer.

19) A
A registered nurse who completes a junior college or community college nursing program receives an associate degree in nursing.

20) C

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A pharmacy technician performs routine tasks such as establishing and maintaining patient profiles in the pharmacy computer, taking inventory of prescription and OTC medications, and verifying patient benefits with insurance companies.

21) B
A respiratory therapist evaluates, treats, and cares for patients with asthma, emphysema, pneumonia, bronchitis, and other respiratory problems.

22) D
A plastic surgeon performs the reconstruction, correction, or improvement of body structures, including skin grafting, facial reconstruction, and facelifts.

23) B
Licensed practical nurses assist registered nurses and physicians by observing patients and reporting changes in their conditions.

24) B
Nephrologists diagnose and manage diseases of the kidney. Medical assistants may assist the nephrologist by operating the dialysis unit for the treatment of patients with kidney failure, or end-stage renal disease.

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25) C
Electroencephalography (EEG), which is the study and recording of the electrical activity of the brain, is used to diagnose diseases and irregularities of the brain.

26) B
Assessment of the urgency and type of a patient's condition and immediate medical needs, then initiating appropriate treatment, is known as triage.

27) C
A nurse practitioner must be a registered nurse with at least a master's degree in nursing and must complete 4 to 12 months of an apprenticeship or formal training.

28) B
A nurse who graduates from a nursing program and passes the state board examination for licensure is considered a registered nurse, indicating formal, legal recognition by the state.

29) D
Practical/vocational nurses are not allowed to perform some intravenous procedures or administer certain medications.

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30) C
Diploma graduate nursing programs combine coursework and clinical experience in the hospital.

31) C
Registered dietitians help patients and their families make healthy food choices.

32) D
A phlebotomist draws blood for diagnostic laboratory testing.

33) E
Gerontologists study the aging process and diagnose and treat problems and diseases of the older adult.

34) C
A certified registered nurse anesthetist is an RN who has completed an additional program of study recognized by the American Association of Nurse Anesthetists.

35) A
A urologist diagnoses and treats diseases of the kidney, bladder, and urinary system in infants, children, and adults of all ages.

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36) A
An emergency medical technician works under the direction of a licensed practitioner through a radio or cellular communication network to assess and manage medical emergencies that occur away from the medical setting, in private and public locations.

37) D
A mental health technician, also called a psychiatric aide or counselor, assists the psychiatric team by observing behavior and providing information to help in the planning of therapy.

38) D
Nursing aides assist in the direct care of patients under the supervision of the nursing staff. Although certification is available, not all facilities require it.

39) A
A physician assistant provides diagnostic, therapeutic, and preventive healthcare services, such as taking medical histories, ordering laboratory and medical imaging tests, and examining and treating patients.

40) B

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Radiology is the branch of medicine that uses X-rays and radioactive substances to diagnose and treat disease.

41) A
A speech/language pathologist treats communication disorders such as stuttering and hearing impairment.

42) E
Medical laboratory scientists may specialize in areas such as blood banking, microbiology, and chemistry. They examine specimens of human body tissues and fluids, analyze blood factors, and culture bacteria to identify disease-causing organisms.

43) C
A pathologist's assistant prepares frozen sections of dissected body tissues and works with forensic pathologists in cooperation with government and police investigations.

44) E
Pharmacists are professionals who have studied the science of drugs and who dispense medication and health supplies to the public.

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45) C
An otorhinolaryngologist is also referred to as an ear, nose, and throat (ENT) specialist.

46) C
An independent nurse practitioner takes health histories, performs physical exams, conducts screening tests, and educates patients and families about disease prevention.

47) C
A physical therapist plans and uses physical therapy modalities to restore function, relieve pain, and prevent disability following disease, injury, or loss of body parts.

48) D
A nuclear medicine technologist prepares and administers radioactive drugs and operates radiation detection instruments. Other responsibilities include correctly positioning the patient, performing imaging procedures, and preparing the information for the physician.

49) C
The baby boom that occurred after World War II resulted in a population increase. The babies that were born during this time are now starting to retire, which contributes to the increase in medical care needed by the aging population.

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50) B
By 2014, all patient charts should be electronic, allowing all of a patient's data to be accessible in one location, providing quick access and helping to prevent mistakes with medication and other medical errors.

51) E
The American Association of Professional Coders is the organization that aligns most closely with Cara's career ambition.

52) D
The Joint Commission (TJC) is a U.S.-based nonprofit organization with the goal of maintaining and elevating the standards of healthcare delivery through the evaluation and accreditation of healthcare organizations.

53) E
The Association of Healthcare Documentation Integrity educates and develops medical transcriptionists as medical language specialists and offers advice and support for self-employed medical transcriptionists.

54) B
Starting in 2003, The Joint Commission established the safety requirements known as National Patient Safety Goals to help accredited healthcare organizations address issues of patient safety.

55) C
Preventive care is increasing, not decreasing.

56) D
Diarrhea is a disorder of the intestines, which are part of the gastrointestinal tract. Gastroenterologists diagnose and treat these disorders.

57) E
Massage therapists use stroking and vibration, as well as pressure, kneading, and tapping, to promote muscle and full-body relaxation and to increase circulation and lymph flow.

58) D
As an emergency medical technician, Ronnie could help people who are suffering, injured, or ill, without being confined to an office environment. Her ability to work well under pressure is a good characteristic for this specialty.

59) D



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Hospice services are offered only to patients with terminal conditions with fewer than 6 months to live.

60) E
The education and licensing process for a physician who wishes to become board-certified in a specialty can take 9 to 12 years to complete.

61) B
All healthcare facilities were required to convert to electronic health records (EHRs) from the paper records by the year 2014.

62) team
A working knowledge of the different specialties and allied health professions helps the medical assistant be more effective and work cooperatively with other members of the team.

63) family
Family practitioners are generalists who treat all types of illnesses and ages of patients.

64) specialists
Knowing the duties of each medical specialist is important because you may be responsible for arranging patient appointments with specialists.

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65) geriatrics
Geriatrics, or gerontology, is the branch of medicine that deals with the diagnosis and treatment of problems and diseases of the older adult.

66) gynecology
A gynecologist is a specialist who diagnoses and treats diseases and conditions of the female genital tract.

67) sports
Sports medicine is an interdisciplinary subspecialty of medicine that deals with the treatment and preventative care of amateur and professional athletes.

68) coder
A medical biller and coder makes sure that all patient charges have been recorded in the billing system, enters data, such as charges into the patient accounts database, prepares claims to send to insurance companies, prepares bills to send to patients, and tracks payments due from payers and patients.

69) mental



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A mental health technician works with emotionally disturbed and mentally challenged patients, assisting the psychiatric team by observing behavior and supervising group therapy and counseling sessions.

70) physical therapist
A physical therapist helps patients to restore function, relieve pain, and prevent disability following disease, injury, or loss of body parts by using electricity, heat, cold, ultrasound, massage, and exercise.

71) emergency
An emergency medical technician works under the direction of a physician through a radio communication network.

72) physicians
The AMA Code of Medical Ethics, maintained by the AMA's Council of Ethical and Judicial Affairs, is the most comprehensive ethics guide for physicians who strive to practice ethically.

73) professional
Membership in a professional association such as AAMA or AMT enables you to become involved in the issues and activities relative to your field and presents opportunities for continuing education.

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74) education
Benefits of membership in professional associations include continuing education and job networking opportunities.

75) whole
Whole foods are those that have little or no processing before they are eaten.

76) preventive
Preventive care includes screening tests and drugs to prevent disease.

77) ambulatory
Outpatient care is also known as ambulatory care.

78) meridians
An acupuncturist treats people by focusing on pulse points along different meridians, which are the channels through which qi flows.

79) Hormones

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Hormones are chemicals that regulate body functions, including growth, metabolism, and reproduction.

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