

Answer Key

Self-Evaluation Exam 2: Medical Medical Assisting Review 4e

1. (D) In this example, twenty-eight capsules of a 250-mg dose of erythromycin should be dispensed to the patient. The formula is the following: $28 \times 250 \text{ mg} = 7,000 \text{ mg}$, which is the same total amount as the original prescription (500 mg twice a day for seven days: $500 \times 2 \times 7 = 7,000 \text{ mg}$ total).
2. (C) Registered Mail is the most secure service offered by the post office. Registered Mail provides insurance coverage for valuable items and is controlled from the point of mailing to the point of delivery. This service should be reserved for mailing items of tangible value, such as gifts or items that cannot be replaced in case of loss or damage. First Class Mail and Priority Mail can be registered.
3. (C) Denial is an unconscious defense mechanism in which a person avoids emotional conflict and anxiety by refusing to acknowledge thoughts, feelings, desires, or facts that are consciously unacceptable.
4. (C) A speculum is used to examine the vagina. This instrument is a retractor used to separate the vaginal walls to allow for examination of internal structures.
5. (E) Induration, which is the hardening of the skin caused by inflammation (a reaction to the tuberculin protein derivative), indicates a positive result of a tuberculin test.
6. (E) The soleus muscle is located in the leg.
7. (E) Night blindness is caused by a deficiency in vitamin A. Vitamin B₁ deficiency may lead to Wernicke-Korsakoff syndrome. Hemorrhage can be a symptom of vitamin K deficiency. Pernicious anemia may be caused by vitamin B₁₂ deficiency.
8. (C) Afferent neurons conduct nerve impulses toward the spinal cord and brain.
9. (B) When using a modified-block letter style, begin all lines at the left margin, with the exception of the date line, complimentary closure, and keyed signature, which usually begin at the center position.
10. (C) Under the old classification system, Third Class Mail included books and catalogues of twenty-four or fewer bound pages, manuscript copies, identification cards, circulars, and other printed materials, as well as all other matter weighing less than 16 ounces that was not sent First or Second Class.
11. (E) Calls that require the attention of the physician include emergency calls, calls from other doctors and physicians, calls from patients who want to discuss test results (particularly abnormal results), calls from patients who want to discuss symptoms with the physician, reports from patients concerning unsatisfactory progress, requests for prescription renewals when they have not been previously authorized by the physician, and personal calls. In general, all emergencies should be routed to the physician immediately. Calls from other physicians should also be routed to the doctor immediately if possible.

Administrative Medical Assisting Chapter Review Answers

Laura Southard Durham



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Table of Contents Administrative Medical Assisting Chapter Review Answers

1. Understanding the eBook Administrative Medical Assisting Chapter Review Answers
 - The Rise of Digital Reading Administrative Medical Assisting Chapter Review Answers
 - Advantages of eBooks Over Traditional Books
2. Identifying Administrative Medical Assisting Chapter Review Answers
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Administrative Medical Assisting Chapter Review Answers
 - User-Friendly Interface
4. Exploring eBook Recommendations from Administrative Medical Assisting Chapter Review Answers
 - Personalized Recommendations
 - Administrative Medical Assisting Chapter Review Answers User Reviews and Ratings
 - Administrative Medical Assisting Chapter Review Answers and Bestseller Lists
5. Accessing Administrative Medical Assisting Chapter Review Answers Free and Paid eBooks
 - Administrative Medical Assisting Chapter Review Answers Public Domain eBooks
 - Administrative Medical Assisting Chapter Review Answers eBook Subscription Services
 - Administrative Medical Assisting Chapter Review Answers Budget-Friendly Options

6. Navigating Administrative Medical Assisting Chapter Review Answers eBook Formats
 - ePub, PDF, MOBI, and More
 - Administrative Medical Assisting Chapter Review Answers Compatibility with Devices
 - Administrative Medical Assisting Chapter Review Answers Enhanced eBook Features
7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Administrative Medical Assisting Chapter Review Answers
 - Highlighting and Note-Taking Administrative Medical Assisting Chapter Review Answers
 - Interactive Elements Administrative Medical Assisting Chapter Review Answers
8. Staying Engaged with Administrative Medical Assisting Chapter Review Answers
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Administrative Medical Assisting Chapter Review Answers
9. Balancing eBooks and Physical Books Administrative Medical Assisting Chapter Review Answers
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Administrative Medical Assisting Chapter Review Answers
10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
11. Cultivating a Reading Routine Administrative Medical Assisting Chapter Review Answers
 - Setting Reading Goals Administrative Medical Assisting Chapter Review Answers
 - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Administrative Medical Assisting Chapter Review Answers
 - Fact-Checking eBook Content of Administrative Medical Assisting Chapter Review Answers
 - Distinguishing Credible Sources
13. Promoting Lifelong Learning
 - Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
14. Embracing eBook Trends
 - Integration of Multimedia Elements

- Interactive and Gamified eBooks

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