



# **Certified Medical Assistant Exam Secrets Study Guide: CMA Test Review for the Certified Medical Assistant Exam**

*CMA Exam Secrets Test Prep Team*

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**\*\*\*Includes Practice Test Questions\*\*\***

**Get the test prep help you need to be successful on the CMA test.**

The Certified Medical Assistant Exam is extremely challenging and thorough test preparation is essential for success. *Certified Medical Assistant Exam Secrets Study Guide* is the ideal prep solution for anyone who wants to pass the Certified Medical Assistant exam.

Not only does it provide a comprehensive guide to the Certified Medical Assistant Exam as a whole, it also provides practice test questions as well as detailed explanations of each answer.

*Certified Medical Assistant Exam Secrets Study Guide* includes:

- A thorough review for Certified Medical Assistant Exam
- A guide to general aspects of medical assistants
- An analysis of the administrative aspects of medical assistants
- An in-depth look at the clinical aspects of medical assistants
- Comprehensive practice questions with detailed answer explanations

It's filled with the critical information you'll need in order to do well on the test the concepts, procedures, principles, and vocabulary that the American Association of Medical Assistants (AAMA) expects you to have mastered before sitting for the exam.

**The General section covers:**

- Medical Terminology
- Anatomy and physiology
- Psychology
- Professionalism
- Communication
- Medicolegal guidelines and requirements

**The Administrative section covers:**

- Data entry
- Equipment
- Computer concepts
- Records management
- Screening and Processing Mail
- Scheduling and monitoring appointments
- Resource information & community services
- Maintaining office environment

- Office Policies & procedures
- Practice finances

**The Clinical section covers:**

- Principles of infection control
- Treatment area
- Patient preparation & assisting the physician
- Collecting and processing specimens
- Preparing and administering medications
- Emergencies
- First aid
- Nutrition

These sections are full of specific and detailed information that will be key to passing the Certified Medical Assistant Exam. Concepts and principles aren't simply named or described in passing, but are explained in detail. The guide is laid out in a logical and organized fashion so that one section naturally flows from the one preceding it. Because it's written with an eye for both technical accuracy and accessibility, you will not have to worry about getting lost in dense academic language.

Any test prep guide is only as good as its practice questions and answers, and that's another area where our guide stands out. Our test designers have provided scores of test questions that will prepare you for what to expect on the actual Certified Medical Assistant Exam. Each answer is explained in depth, in order to make the principles and reasoning behind it crystal clear.

We've helped thousands of people pass standardized tests and achieve their education and career goals. We've done this by setting high standards for our test preparation guides, and our *Certified Medical Assistant Exam Secrets Study Guide* is no exception. It's an excellent investment in your future.

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