

Kinns Medical Assistant Chapter 1 Study Guide

Terms in this set (20)

Critical thinking

The constant practice of considering all aspects of a situation when deciding what to believe or what to do

Empathy

Sensitivity to the individual needs and reactions of patients

Learning style

THE WAY an individual PERCEIVE AND PROCESS information to learn new material

Perceiving

How an individual LOOKS at an information and sees it as real

Processing

How an individual INTERNALIZES new information and makes it his or her own

Professional behaviors

Actions that identify the medical assistant as a member of a healthcare profession, including being DEPENDABLE, RESPECTFUL, POSITIVE ATTITUDE, TEAM MEMBER

Reflection

The process of CONSIDERING new information and internalizing it to create new ways of examining information

Concrete perceiver's

Learn information through direct experience.

Kinns Study Guide

Brigitte Niedzwiecki, Julie Pepper



Kinns Study Guide:

Study Guide and Procedure Checklist Manual for Kinn's The Medical Assistant - E-Book Brigitte

Niedzwiecki, Julie Pepper, 2022-09-08 Designed to support the trusted content in Kinn's The Medical Assistant 15th Edition this study guide is an essential review and practice companion to reinforce key concepts encourage critical thinking and help you apply medical assisting content This robust companion guide offers a wide range of activities to strengthen your understanding of common administrative and clinical skills including certification preparation questions a review of medical terminology and anatomy and application exercises Trusted for more than 65 years as a key part of the journey from classroom to career it also features competency checklists to accurately measure your progress and performance from day one until you land your first job as a medical assistant Comprehensive coverage of all administrative and clinical procedures complies with accreditation requirements Approximately 190 step by step procedure checklists enable you to assess and track your performance for every procedure included in the textbook Chapter by chapter correlation with the textbook allows you to easily follow core textbook competencies Matching and acronym activities reinforce your understanding of medical terminology anatomy and physiology and chapter vocabulary Short answer and fill in the blank exercises strengthen your comprehension of key concepts Multiple choice questions help you prepare for classroom and board exams Workplace application exercises promote critical thinking and job readiness before you enter practice Internet exercises offer ideas for expanded and project based learning NEW Content aligns to 2022 Medical Assisting educational competencies NEW Advanced Clinical Skills unit features three new chapters on IV therapy radiology basics and radiology positioning to support expanded medical assisting functions NEW Coverage of telemedicine enhanced infection control related to COVID 19 and catheterization NEW Procedures address IV therapy limited scope radiography applying a sling and coaching for stool collection UPDATED Coverage of administrative functions includes insurance coding privacy security and more EXPANDED Information on physical medicine and rehabilitation EXPANDED Content on specimen collection including wound swab nasal and nasopharyngeal specimen collections

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the situations physical social and temporal in which people interact with information We also discuss how people interact with information in terms of an information journey in which people iteratively do the following recognise a need for information find information interpret and evaluate that information in the context of their goals and use the interpretation to support their broader activities People s information needs may be explicit and clearly articulated but conversely may be tacit exploratory and evolving Widely used tools supporting information access such as searching on the Web and in digital libraries support clearly defined information requirements well but they provide limited support for other information needs Most other stages of the information journey are poorly supported at present Novel design solutions are unlikely to be purely digital but to exploit the rich variety of information resources digital physical and social that are available Theories of information interaction and sensemaking can highlight new design possibilities that augment human capabilities We review relevant theories and findings for understanding information behaviours and we review methods for evaluating information working tools to both assess existing tools and identify requirements for the future Table of Contents Introduction Pervasive Information Interactions Background Information Interaction at the Crossroads of Research Traditions The Situations Physical Social and Temporal The Behaviors Understanding the Information Journey The Technologies Supporting the Information Journey Studying User Behaviors and Needs for Information Interaction Looking to the Future Further Reading

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