

## Young: Kinn's The Administrative Medical Assistant, 7<sup>th</sup> Edition

### Chapter 22: Professional Fees, Billing, and Collecting

#### TEACH Study Guide Answer Key

##### *Vocabulary Review*

1. Jesse has an **account balance** of \$464, which represents the total amount she owes after her insurance paid a portion of her bill.
2. Mrs. Ramone has a **credit** on her account for an overpayment, so the office manager sent her a check for that amount.
3. Robert's mother is the **guarantor** of his bill, because she promised to pay the full amount for her son.
4. Julia had to **instigate** collections proceedings on several accounts last month because the patients had not made payments as promised.
5. One of the tasks Pamela enjoys is **posting** payments that arrive in the mail to patients' accounts.
6. **Debit cards** are used more and more often for payments in the physician's office.
7. An organization under contract to the government to handle insurance claims from providers is called a **fiscal agent**.
8. Mrs. Richland called the office to get the balance on her **account**.
9. The office staff has been debating whether they should continue to offer **professional courtesy** to other healthcare providers and their staff members.
10. A business **transaction**, which is any exchange or transfer of goods, services, or funds, must always be recorded.
11. Anna made several **disbursements** for various bills that were due last week.
12. Dr. Taylor's fee **profile** is a compilation of the fees he has charged over the past fiscal year.
13. The Peete family was considered **medically indigent**, because they could not afford medical care even though they were able to pay basic living expenses.
14. Deb sometimes confuses a credit with a **debit**, which is a deduction from a revenue, net worth, or liability account.
15. Jessica totaled the **receipts** for the day, which came from patient and insurance payments.
16. State Farm is considered a **third-party payer**, because Bethany's injuries were sustained in a car accident and State Farm will pay her medical bills.
17. Dr. Martin reviewed his fee **schedule**, which is a compilation of pre-established fee allowances for given services or procedures.
18. The balances due to a creditor on an account are called **payables**.
19. The Blackburn Clinic uses a computer to determine patient account balances, but June remembers when they used a manual **pegboard system**.
20. When Madelyn received the denial from Mr. Paul's insurance company, she wondered if he had paid his **premium**.

# Kinns Chapter 23 Answer Key

**Deborah B. Proctor, Brigitte  
Niedzwiecki, Julie Pepper, Martha  
(Marti) Garrels, Helen Mills**

## **Kinns Chapter 23 Answer Key:**

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Kinn's The Clinical Medical Assistant Deborah B. Proctor,Brigitte Niedzwiecki,Julie Pepper,Marti Garrels,Helen Mills,2016-05-10 Clinical Medical Assisting begins with Kinn Elsevier s Kinn s The Clinical Medical Assistant 13th Edition provides you with the real world clinical skills that are essential to working in the modern medical office An applied learning approach to the MA curriculum is threaded throughout each chapter to help you further develop the tactile and critical thinking skills necessary to assist with medications diagnostic procedures and surgeries Paired with our adaptive solutions real world simulations EHR documentation and HESI remediation and assessment you will learn the leading skills of modern clinical medical assisting in the classroom Applied approach to learning helps you use what you ve learned in the clinical setting Clinical procedures integrated into the TOC provide you with a quick reference Detailed learning objectives and vocabulary with definitions highlight what s important in each chapter Step by step procedures explain complex conditions and abstract concepts Rationales for each procedure clarify the need for each step and explains why it s being performed Critical thinking applications test your understanding of the content Patient education and legal and ethical issues are described in relation to the clinical Medical Assistant s job Threaded case scenarios help you apply concepts to realistic clinical situations Portfolio builder helps you demonstrate clinical proficiency to potential employers NEW Chapter on The Health Record reviews how you will maintain and interact with the medical record NEW Chapter on Competency Based Education helps you confidently prepare for today s competitive job market NEW Clinical procedure videos help you to

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Anthony R. Mundy, John Fitzpatrick, David E. Neal, Nicholas J. R. George, 2010-07-26 Written specifically for urological trainees by a distinguished team of contributors this third edition of *The Scientific Basis of Urology* provides the reader with a thorough coverage of urology Every area function illness and treatment of the urinary tract along with specific discussions of the relevant anatomy and physiology is included in clearly written text abundantly illustrated with full color photographs and diagrams Each chapter takes the basic principles of its topic area and expands upon them to ensure maximum understanding

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**Bullettino di bibliografia e di storia delle scienze matematiche e fisiche**, 1886 *Anesthesiology: a Problem-Based Learning Approach* Tracey Straker, Shobana Rajan, 2018-12-10 Using illustrative clinical cases this volume in the Problem Based Learning series reviews key topics in Anesthesia frequently encountered in clinical practice and on examinations It highlights practical issues that arise in the operating room and solutions for them With real world clinical cases and discussion questions that guide case progression this book facilitates both individual and small group learning Each case is further broken down to include additional related subtopics for maximum yield Evidence based reviews and multiple choice self assessment questions follow each case making this book ideal for continuing education in anesthesia for the generalist and specialist practitioner Teachers and trainees in anesthesiology will take advantage of this book's features for targeted teaching learning and retention

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