

# **NHA CMAA Certification EXAM STUDY GUIDE 2023 Questions and Answers**

A dental office increases the cost of a routine teeth cleaning. The medical administrative assistant should take which of the following actions? - Answer- Update the fee schedule

Employers are mandated to provide a training program to employees regarding OSHA guidelines within which of the following timeframes - Answer- Before a employee begins work and annually thereafter

Which of the following actions should a medical administrative assistant take if a patient has an existing workers' compensation case? - Answer- Obtain the carrier case number

Required when a patient needs a diagnostic procedure - Answer- Written order from the provider

The amount owed when out-of-pocket medical expenses have not been met - Answer- Deductible

When reviewing laboratory results, a medical administrative assistant should take which of the following actions after pulling the patient's chart and flagging abnormal results? - Answer- -Place the results on the providers desk for review

Necessary to confirm pt demographics - Answer- -Occupation

Necessary to confirm pt demographics - Answer- -Occupation

Which of the following terms indicates the improper release of phi? - Answer- Breach of confidentiality

A patient request a follow up visit for an unavaialable time slot. Which of the following actions is appropriate for the medical administrative assisyant to take? - Answer- - Schedule an appointment closest to the requested time slot.

What should be included when creating a reception area for a pediatric clinic - Answer- - Artificial plants and floral arrangement for aesthetics

What should be done when the MA discovers an error in an EMR from a previous pt visit? - Answer- -Make a new entry in the EMR with the corrected information

Removal of all or part of an organ or tissue - Answer- -Lymphadenectomy

# Cmaa Exam Study Guide

**Elliot Spencer**



## **Cmaa Exam Study Guide:**

*CMAA Exam Secrets Study Guide* Mometrix Medical Administrative Assistant Certification Test Team, 2023-07-11

Mometrix Test Preparation's CMAA Exam Secrets Study Guide is the ideal prep solution for anyone who wants to pass their Certified Medical Administrative Assistant Exam. The exam is extremely challenging and thorough test preparation is essential for success. Our study guide includes Practice test questions with detailed answer explanations, Tips and strategies to help you get your best test performance. A complete review of all CMAA test sections. Mometrix Test Preparation is not affiliated with or endorsed by any official testing organization. All organizational and test names are trademarks of their respective owners. The Mometrix guide is filled with the critical information you will need in order to do well on your CMAA exam: the concepts, procedures, principles, and vocabulary that the National Healthcareer Association (NHA) expects you to have mastered before sitting for your exam. Test sections include: Scheduling, Patient Intake, Office Logistics, Compliance, Patient Education, General Office Policies and Procedures, Basic Medical Terminology, and much more. Our guide is full of specific and detailed information that will be key to passing your exam. Concepts and principles aren't simply named or described in passing but are explained in detail. The Mometrix CMAA study 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 answer explanations, and that's another area where our guide stands out. The Mometrix test prep team has provided plenty of CMAA practice test questions to prepare you for what to expect on the actual exam. Each answer is explained in depth in order to make the principles and reasoning behind it crystal clear. We've helped hundreds of thousands of people pass standardized tests and achieve their education and career goals. We've done this by setting high standards for Mometrix Test Preparation guides, and our CMAA Exam Secrets Study Guide is no exception. It's an excellent investment in your future. Get the CMAA review you need to be successful on your exam.

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