



SimChart for the Medical Office: Learning The Medical Office Workflow - 2017 Edition, 1e

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Get the most out of *SimChart for the Medical Office* with step-by-step guidelines! A companion book to *SimChart for the Medical Office*, **Learning the Medical Office Workflow** provides clear instructions for all of the medical assisting simulation assignments in the online program. In completing these exercises, you'll get over 50 hours of hands-on practice with entering data into the electronic health record and performing essential ABHES and CAAHEP competencies - that's more practice than any other EHR product on the market. Using best practices and detailed screen shots, this how-to manual makes it easier to work through each of the tasks in *SimChart for the Medical Office*.

- **Hands-on practice** makes it easier to learn core competencies, with exercises simulating the actual administrative duties of the medical assistant.
- **110 interactive assignments** are aligned with ABHES and CAAHEP competencies - from front office skills to clinical skills to practice management skills - providing more than 50 hours of documentation practice.
- **Safe learning environment** allows you to learn and practice tasks without fear of making a mistake affecting real patients.
- **Integration of practice management and electronic health records** includes key skills such as patient registration, scheduling, office management, and insurance processing, as well as EHR skills such as patient record documentation and written orders.
- **Simulation instructions and screen shots** are provided with assignments to guide you through each step of each task.
- **NEW! Updated competencies** reflect CAAHEP's latest standards for Medical Assisting.

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