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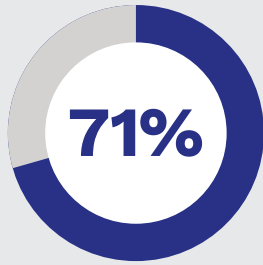
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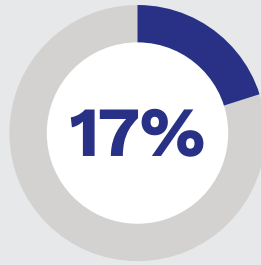
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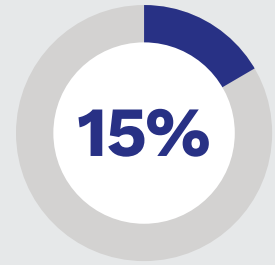
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# ALLIED HEALTH

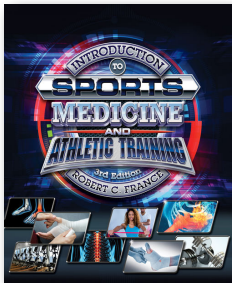
## ATHLETIC TRAINING

### INTRODUCTION TO SPORTS MEDICINE AND ATHLETIC TRAINING, 3E

Robert C France, CSMT, RSMT

© 2020, 720pp, Paperback, 9780357379165

#### MindTap eBook



France's **INTRODUCTION TO SPORTS MEDICINE AND ATHLETIC TRAINING, 3rd Edition**, equips you with a solid understanding of the functional concepts of the human body and then teaches you how to apply that knowledge to real-life practice. It combines

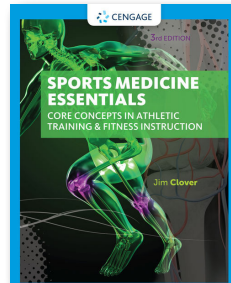
comprehensive coverage of Nutrition, Sports Psychology, Kinesiology and therapeutic modalities with the latest research, concussion protocols and guidelines for First Aid, CPR and AED. An all-new section is devoted to athletes with disabilities and their right to participate, and an entire chapter is dedicated to special challenges that athletes face. Vivid illustrations, photos, artwork and diagrams bring chapter concepts to life. In addition, insight into a wide range of careers in the Sports Medicine field helps you plan for the future. It's the ideal text for anyone interested in athletics and the medical needs of athletes.

### SPORTS MEDICINE ESSENTIALS, 3E Core Concepts in Athletic Training & Fitness Instruction (with Premium Web Site Printed Access Card 2 terms (12 months))

Jim Clover, California State University

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#### MindTap eBook



Plan a future in Sports Medicine with **SPORTS MEDICINE ESSENTIALS: CORE CONCEPTS IN ATHLETIC TRAINING & FITNESS INSTRUCTION, 3rd Edition!** Designed to introduce you to the field and the growing number of career choices it offers, the

book covers fitness instruction, athletic training, exercise physiology, sports management, and even physical therapy. The full-color text walks you through all the essentials, such as fitness assessment, conditioning, emergency preparedness, injury management, therapeutic modalities, nutrition, ethical and legal considerations, and more. This unique hands-on book also asks you to perform realistic and essential job skills, such as taping injuries, researching sports medicine supplies and their costs, and even forming a mock safety committee to mitigate injury risks to athletes. **SPORTS MEDICINE ESSENTIALS: CORE CONCEPTS IN ATHLETIC TRAINING & FITNESS INSTRUCTION, 3rd Edition** gives you VIP access to the fast-paced world of Sports Medicine in both print and interactive eBook formats, and correlates all materials with the latest National Athletic Trainer's Association (NATA) standards.

## BASIC HEALTH SCIENCES

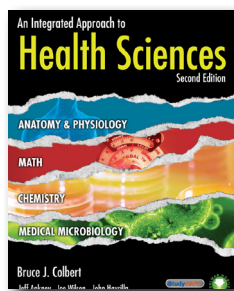
### AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E

Anatomy and Physiology, Math, Chemistry and Medical Microbiology

Bruce J. Colbert, *University of Pittsburgh at Johnstown*; Jeff Ankney; Joe Wilson; John Havrilla

© 2012, 448pp, Hardback, 9781435487642

#### eBook



Unlike any other resource on the market, AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E takes an all-in-one approach to preparing learners for careers in the health care industry. The book identifies the four basic building blocks of

Health Sciences: anatomy and physiology, math, chemistry, and medical microbiology, and then presents them in the context of health professions. Medical terminology and physics concepts are also covered. Rich illustrations, theory, practical applications, and humorous anecdotes all join together to help learners connect with the material as they learn it, fostering increased retention and comprehension. As a result, learners will gain valuable knowledge while also getting access to an insider look at health careers through the book's professional profiles. Exercises and case studies complement the comprehensive coverage and sharpen critical thinking skills, making this a complete package for anyone aiming to develop a solid foundational knowledge in the health sciences. And although the textbook can stand alone, it has capabilities for enhancements with a rich array of extra resources that include videos, animations, interactive games, study questions and a workbook with activities.

### ETHICAL PRACTICE FOR HEALTH PROFESSIONALS, 2E

Heather Freegard, *Curtin Centre for Research on Ageing*; Lyn Isted, *Curtin University of Technology*

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#### eBook



Within an Australian and New Zealand context, the second edition of Ethical Practice for Health Professionals emphasises the inter-professional nature of current health practice and demonstrates how technical competence can be used for the greatest

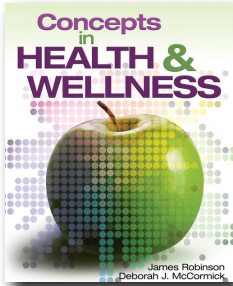
good to bring about health service based on respect and trust. The extensive list of Australian authors includes recognised authorities from a broad array of professional, clinical, and academic fields. They write in inclusive, accessible language which will engender enthusiasm for ethical professional practice among students and practitioners. This customised eBook has been created with the content you need for your studies. Due to the process used to produce this customised eBook, it doesn't offer the same functionality available in other Cengage eBooks, including read aloud and copy text.



## CONCEPTS IN HEALTH AND WELLNESS

James Robinson III, Ed.D, FAAHE, New Mexico State University;  
Deborah J. McCormick, Ph.D., Northern Arizona University

© 2011, 576pp, Paperback, 9781418055417



CONCEPTS IN HEALTH AND WELLNESS is an inviting and straightforward book that will provide you with essential personal health information you can use to develop a lifetime of wellness skills. It will help you develop the knowledge and motivation you need to

maintain wellness throughout adulthood and will provide you with meaningful literary support for class instruction. More importantly, this book will empower you with the skills to access credible health and wellness information now and in the years to come. Each chapter contains special features that enhance the textual material and engage the reader through application exercises.

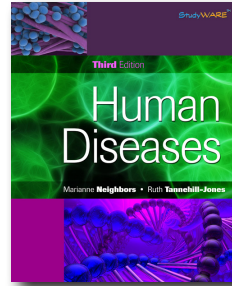
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## HUMAN DISEASES, 3E

Marianne Neighbors, University of Arkansas; Ruth Tannehill-Jones

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Essential pathophysiology product for allied health learners organized in a body systems format with supplemental materials to support the learner and instructor.

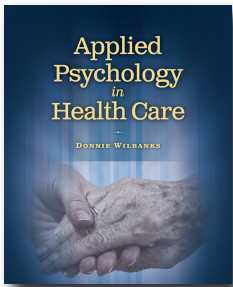
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## APPLIED PSYCHOLOGY IN HEALTH CARE

*Donnie J. Wilbanks*

© 2009, 176pp, Paperback, 9781418053482

### eBook



Applying the basics of psychology to provide caregivers with an understanding of the mental health of patients and themselves, *Applied Psychology in Health Care* prepares health care workers to effectively communicate and provide

superior patient care. In its approach to human understanding, this book is a valuable resource to anyone involved in a helping relationship, as a helper or as a client. With 18 years of social work and counseling experience, the author brings a wealth of experience and offers proven skills that can be practiced and developed to enhance the provider's caretaking ability. Application sections present listening and communication skills for each area of specialization to improve health care at all levels.

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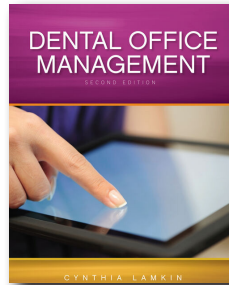
## DENTAL ASSISTING

### DENTAL OFFICE MANAGEMENT, 2E

*Cindy Lamkin*

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Make a good first impression! The first dental professional a patient encounters is generally the front office staff. This interaction is key to promoting the practice and making the patient comfortable. *DENTAL OFFICE MANAGEMENT*

2E hones professionalism and improves efficiencies in managing the business aspects of dentistry. The various tasks associated with front office dental management are addressed in six sections: the business of dentistry, practice communications, clinical records management, business and financial records management, employment opportunities, and practice management software. Well-rounded and up-to-date with the latest technologies and trends, *Dental Office Management* is the only resource needed to achieve success in the dental office.

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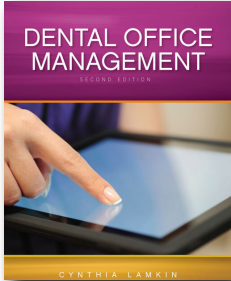
## HEALTH OCCUPATIONS

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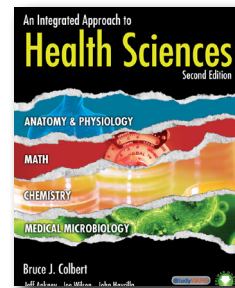
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Bruce J. Colbert, *University of Pittsburgh at Johnstown*; Jeff Ankney; Joe Wilson; John Havrilla

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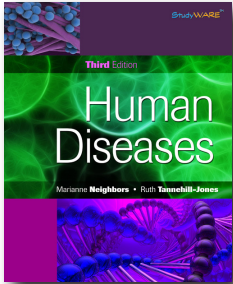
Health Sciences: anatomy and physiology, math, chemistry, and medical microbiology, and then presents them in the context of health professions. Medical terminology and physics concepts are also covered. Rich illustrations, theory, practical applications, and humorous anecdotes all join together to help learners connect with the material as they learn it, fostering increased retention and comprehension. As a result, learners will gain valuable knowledge while also getting access to an insider look at health careers through the book's professional profiles. Exercises and case studies complement the comprehensive coverage and sharpen critical thinking skills, making this a complete package for anyone aiming to develop a solid foundational knowledge in the health sciences. And although the textbook can stand alone, it has capabilities for enhancements with a rich array of extra resources that include videos, animations, interactive games, study questions and a workbook with activities.

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Marianne Neighbors, University of Arkansas; Ruth Tannehill-Jones

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### eBook



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## HEALTH SERVICE ADMINISTRATION

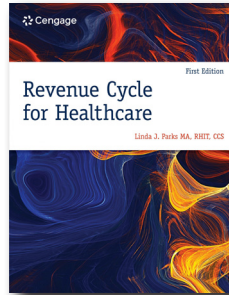
### NEW EDITION

## REVENUE CYCLE FOR HEALTHCARE

Parks

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Present advanced topics in healthcare revenue cycle management and explore current issues impacting healthcare organization reimbursements with Parks' **REVENUE CYCLE FOR HEALTHCARE**. Ideal for health information management (HIM)

bachelor programs, this book introduces the various roles of HIM professionals beyond the traditional HIM department. Students study the measures of hospital performance, such as case mix and risk adjustment programs. Students also examine clinical documentation integrity, physician queries, predictive analytics use in the revenue cycle, claims audits, denials and appeals and pay-for-performance. Twelve chapters correspond to the Commission on Accreditation for Health Informatics and Information Management Education (CAHIM) competencies. Activities enhance critical-thinking skills and case studies emphasize real-world applications. Instructor supplements with MindTap digital resources provide course management tools and important student practice.

**NEW EDITION**

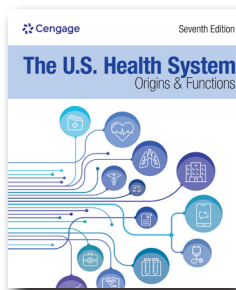
**THE U.S. HEALTH SYSTEM: ORIGINS AND FUNCTIONS, 7E**

Origins and Functions

*Camille K. Barsukiewicz, Ph.D., University of Memphis, Memphis, Tennessee; Camille K. Barsukiewicz, Ph.D., University of Memphis, Memphis, Tennessee; Norma K. Raffel; Marshall W. Raffel, Ph.D., Pennsylvania State University, University Park, Pennsylvania*

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Examine the delivery of health care in United States (U.S.) using the unique systems approach in THE U.S. HEALTH SYSTEM: ORIGINS AND FUNCTIONS, 7E. This edition establishes a meaningful historic context for modern health care that

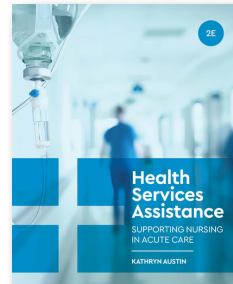
clearly shows how the U.S. system has developed and continues to change. You review major systems that determine health care costs, access and quality and learn about key stakeholders, such as patients and families, nurses, physicians, payer and policymakers. You examine processes for reimbursement and policy change, while updates address issues such as health care reform, technology, the COVID-19 pandemic, the opioid crisis and challenges for rural patients. You also study social determinates and their influence on population health. Discussions focus on ethics, policy, reform, equity and inclusion and activity-based learning encourages research and first-hand interviews. MindTap digital resources are also available to strengthen your understanding.

**HEALTH SERVICES ASSISTANCE, 2E**

*Kathryn Austin, TAFE NSW Northern Sydney Institute*

© 2020, 512pp, Paperback, 9780170441018

**eBook**



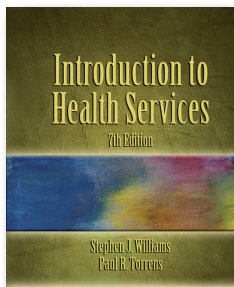
Health Services Assistance provides complete coverage of core and elective units for nursing work in acute care. Exercises throughout the text provide you with the means to self-assess and extend your skills and knowledge. Foundation skills are developed early, underpinning your understanding of the specialist acute care chapters that follow. You are encouraged to reflect on your learning and to practise techniques in small groups. Learning activities are included throughout the text to help you apply the knowledge you have gained. Self-check, extension activities and discussion questions help you to learn.

## INTRODUCTION TO HEALTH SERVICES, 7E

Stephen J. Williams, San Diego State University; Paul R. Torrens, University of California San Diego

© 2008, 504pp, Hardback, 9781418012892

### eBook



The seventh edition of Introduction to Health Services builds upon its reputation as a classic book written by nationally recognized authors. This new edition addresses the increasing pressure to improve the efficiency of the nation's health care system

and to provide an adequate level of health care for all Americans. The seventh edition reflects the revolutionary changes in the practice of clinical medicine, government policy, information technology, and health care cost containment. In-depth information in the areas of health care finance, health care access, managed care, and insurance and home health is also provided. Research and statistics throughout make this book the premier reference for understanding all the services that compose the health care landscape.

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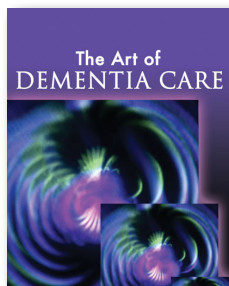
## HOME HEALTH AIDE

### THE ART OF DEMENTIA CARE

Daniel Kuhn; Jane Verity

© 2008, 96pp, Paperback, 9781401899516

### eBook



The Art of Dementia Care is a practical guide intended for all who provide support, encouragement and care for people with dementia. Using a relationship model of care, you will learn how you can make a positive difference in the lives of those with dementia.

Discussion and examples will challenge you to reflect on your attitude and behavior towards people with dementia and teach you to provide thoughtful care to each person in your care. The authors draw upon examples from common clinical situations to highlight how to practice the art of dementia care through the recognition of the limits of people with dementia and the promotion of their strengths and abilities. Ultimately, the quality of the care you provide can greatly affect the quality of life the person with dementia will experience. The Art of Dementia Care will set you on the path to thoughtful and meaningful care.

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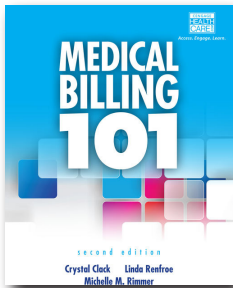
## MEDICAL INSURANCE/CODING

### MEDICAL BILLING 101, 2E

Michelle M. Rimmer, CHI; Linda Renfroe, Instructor, Tacoma Community College, Tacoma, Washington; Michelle M. Rimmer, CHI

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### MindTap eBook



Learn the basics of physician-based medical billing with MEDICAL BILLING 101, 2E. Clear and practical guidelines introduce you to the job responsibilities and basic processes in the medical billing world. Case studies and software tools like

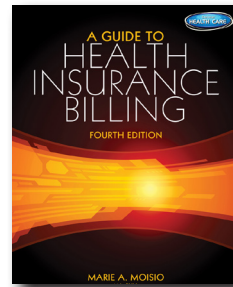
SimClaim™ CMS-1500 software offer you practice on actual forms to build confidence and understanding of the reimbursement process. This easy-to-use guide starts you off on the right path as you begin your journey to becoming a medical billing professional.

### A GUIDE TO HEALTH INSURANCE BILLING, 4E

Marie A. Moiso, MA, RHIA, Northern Michigan University (Emerita)

© 2014, 640pp, Paperback, 9781285193588

### eBook



Prepare for career success with this trusted introduction to the world of health insurance billing and the dynamic, growing field of health information management. A GUIDE TO HEALTH INSURANCE BILLING, Fourth Edition, provides a thorough, practical overview of key principles and current practices, from patient registration to claims submission. Now updated to reflect the latest trends, technology, terminology, legal and regulatory guidelines, and coding systems—including ICD-10—the new edition also features a dynamic full-color layout. The text also includes abundant exercises, examples, case studies, and activities focused on real-world applications, including step-by-step procedures for generating, processing, and submitting health insurance claims to commercial, private, and government insurance programs. An access code for SimClaim interactive online billing software is also provided; this program puts your skills to the test with case studies that require form completion.

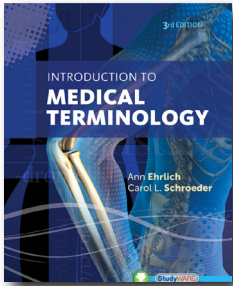
## MEDICAL TERMINOLOGY

### INTRODUCTION TO MEDICAL TERMINOLOGY, 3E

*Ann Ehrlich, Goddard College; Carol L. Schroeder, University of Wisconsin*

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### MindTap eBook



Designed for the beginning health care student, **INTRODUCTION TO MEDICAL TERMINOLOGY 3E** simplifies the process of learning hundreds of complex medical terms. The See and Say pronunciation system makes pronouncing unfamiliar terms easy.

Because word parts are integral to learning medical terminology, mastery of these “building blocks” is emphasized in every chapter. Organized by body system, chapters begin with an overview of the structures and functions of that system so you can relate these to the specialties, pathology, diagnostic, and treatment procedures that follow. A workbook offers word part and comprehensive medical terminology reviews, flashcards, and learning exercises in a variety of formats that require written answers.

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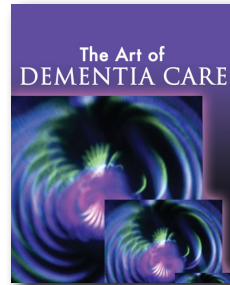
## NURSING ASSISTING

### THE ART OF DEMENTIA CARE

*Daniel Kuhn; Jane Verity*

© 2008, 96pp, Paperback, 9781401899516

### eBook



The Art of Dementia Care is a practical guide intended for all who provide support, encouragement and care for people with dementia. Using a relationship model of care, you will learn how you can make a positive difference in the lives of those with dementia.

Discussion and examples will challenge you to reflect on your attitude and behavior towards people with dementia and teach you to provide thoughtful care to each person in your care. The authors draw upon examples from common clinical situations to highlight how to practice the art of dementia care through the recognition of the limits of people with dementia and the promotion of their strengths and abilities. Ultimately, the quality of the care you provide can greatly affect the quality of life the person with dementia will experience. The Art of Dementia Care will set you on the path to thoughtful and meaningful care.

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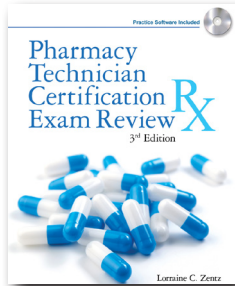
## PHARMACY TECHNICIAN

### PHARMACY TECHNICIAN CERTIFICATION EXAM REVIEW, 3E

Lorraine C. Zentz

© 2012, 608pp, Paperback, 9781428320628

#### eBook



PHARMACY TECHNICIAN CERTIFICATION EXAM REVIEW, 3E is a comprehensive, all inclusive study tool to help prepare your students to become certified pharmacy technicians on a national level. This book mirrors content covered on the

Pharmacy Technician Certification Exam (PTCE) and provides both exam content review and practice opportunities in a variety of formats. Ideal for review courses and for individual study, this book is a must-have tool for anyone preparing to take the PTCB and ExCPT exams. Sections are structured to help your students focus on critical topic areas outlined by the Pharmacy Technician Certification Board; including 14 chapters specifically on mathematics with examples and end-of-chapter review questions. This new edition also includes greatly expanded chapters on pharmacology, updated end-of-chapter practice questions, two cumulative tests at the end of the book, and solutions to all chapter review questions and practice exams. For even more practice, the back-of-book CD offers 600 additional review questions to create timed exams that simulate the actual PTCE!

## RADIOGRAPHY TECHNOLOGY

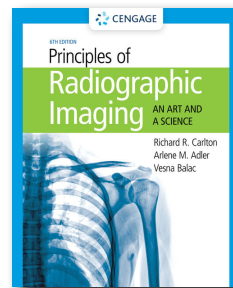
### PRINCIPLES OF RADIOGRAPHIC IMAGING, 6E

An Art and A Science

Richard R. Carlton, *Grand Valley State University*; Arlene McKenna Adler, *Indiana University Northwest, Gary, IN*; Vesna Balac, *Indiana University Northwest, Gary, IN*

© 2020, 720pp, Hardback, 9781337711067

#### MindTap eBook



Fascinated by X-rays and medical imaging technology? Drawn to work that helps others? PRINCIPLES OF RADIOGRAPHIC IMAGING: AN ART AND A SCIENCE, 6th Edition reveals the inner workings of radiography careers,

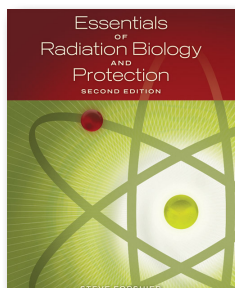
including radiologist assistants, radiologic technologists, ultrasound techs, CT and MRI techs, and other imaging roles in health care. Some books dump too much on you too fast, but this one moves at your pace, delivering the math and physics behind radiology before advancing to complex subjects. And it's designed around actual job skills like creating the beam, running scans and tests, and analyzing images--so you can pass accreditation exams and work in emergency rooms and hospitals. Reader-friendly yet packed with information, this text offers all you need to know about digital radiography systems, digital exposure factors, instrumentation and so much more!

## ESSENTIALS OF RADIATION, BIOLOGY AND PROTECTION, 2E

Steve Forshier, M.Ed, R.T.

© 2009, 336pp, Paperback, 9781428312173

### eBook



Easy-to-read and engaging, this text offers a succinct overview of radiation biology and protection concepts. It teaches both why and how to protect yourself and patients from ionizing radiation. Emphasis is placed on integrating the theory of radiation protection

as seen in radiobiology with radiation protection as it should be practiced in the clinical education setting. The text discusses cell structure, the direct and indirect effects of radiation at the cellular level, biological effects of radiation exposure, and protection practices for both patients and personnel. Current regulations and recommendations are in compliance with the educational requirements established by the American Society of Radiologic Technologists (ASRT).

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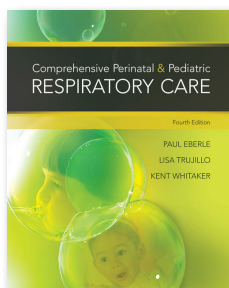
## RESPIRATORY CARE

## COMPREHENSIVE PERINATAL & PEDIATRIC RESPIRATORY CARE, 4E

Kent Whitaker; Paul Eberle, Weber State University; Lisa Trujillo, Weber State University

© 2015, 815pp, Paperback, 9781439059432

### eBook



Learn the latest in respiratory care for newborns and children from **COMPREHENSIVE PERINATAL AND PEDIATRIC RESPIRATORY CARE, 4E**. This newly updated book is clear, consistent, and easy for you to follow.

Comprehensive coverage of fetal development of the cardiopulmonary system, is followed by respiratory care of neonatal and pediatric patients, and progresses into causes and care of respiratory illnesses. It provides discussion of the ventilation and oxygenation needs of neonatal and pediatric patients including information on both conventional and special techniques. Topics unique to this book, such as care of parents and home care, are discussed in detail. **COMPREHENSIVE PERINATAL AND PEDIATRIC RESPIRATORY CARE, 4E** provides you with the theory and clinical expertise necessary to embark on your career and meet the challenges presented in a rapidly changing health care environment.

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## SURGICAL TECHNOLOGY

### SURGICAL MAYO SETUPS, SPIRAL BOUND VERSION, 2E

*Tammy Allhoff, Pearl River Community College; Debbie Hinton, Pearl River Community College*

© 2013, 288pp, Spiral, 9781111138189

#### eBook



Whether you're a new surgical technologist or starting to learn the field, **SURGICAL MAYO SETUPS**, 2nd Edition is the reliable, detailed resource you need for success in any operating room! Newly revised with more than 130 Mayo-stand and back-table

setups, this handy pocket reference is smartly organized with tabs according to surgical specialty, which helps you find the right set up quickly and easily. A new introductory chapter on setup methods provides variations and photos for reference depending on specialty, procedure, facility, OR layout and personal preference. Each of the 12 surgery chapters includes a brief overview, key considerations, and an alphabetical procedure list, along with a detailed guide to the instruments and equipment required for the procedure. Selected illustrations throughout the guide show the general Mayo-stand and back-table setup for more complicated procedures—to increase your confidence as your experience grows.

## APPLIED MATHEMATICS FOR CAREERS

### MATH FOR HEALTH CARE

#### MATH FOR HEALTH CARE PROFESSIONALS, 2E

*Michael Kennamer, Northeast Alabama Community College; Kennamer Media Group, Inc.*

© 2017, 336pp, Paperback, 9781305509788

#### MindTap eBook



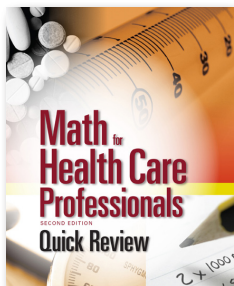
Requiring no prior knowledge of mathematics or health care, **MATH FOR HEALTH CARE PROFESSIONALS, 2E** is a comprehensive, foundational resource that is equally effective in the classroom or for self-study.

It emphasizes the fundamentals of mathematics while giving you plenty of experience applying that to real-world practice. Actual health professionals also share how they use math in their careers. Exercises using drug dosages, intake and output, weights and measures, temperatures, IV drip rates, illustrations of syringes, prescriptions, medication labels, IV bags, and I and O charts give you hands-on practice with real-life health care skills requiring mathematics. A student workbook and MindTap digital learning solution are also available. The Second Edition includes all-new chapters devoted to pre-algebra and geometry as well as statistics. It also offers new coverage of body mass index, 24-hour time, calculating the volume of containers of various shapes, and more.

## QUICK REVIEW: MATH FOR HEALTH CARE PROFESSIONALS, 2E

Michael Kennamer, Northeast Alabama Community College;  
Kennamer Media Group, Inc.

© 2017, 367pp, Paperback, 9781305509818



Written by a health care professional for health care professionals, QUICK REVIEW: MATH FOR HEALTH CARE PROFESSIONALS, 2e is perfect for anyone needing a refresher on math concepts used in health care. It thoroughly explains

the “why” along with the fundamentals of health-related math. Each chapter includes a quick review of concepts as well as numerous exercises to help you put what you learn into practice. The text emphasizes drug dosages, intake and output, weights and measures, temperatures, IV drip rates, conversions, and other real-world math applications. Detailed illustrations of syringes, prescriptions, medication labels, IV bags, and I and O charts prepare you for what you will experience on the job. In addition, MindTap offers a wealth of online activities and resources to help you maximize your success.

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## PRACTICAL PROBLEMS IN MATH FOR HEALTH SCIENCE CAREERS, 3E

Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak

© 2013, 368pp, Paperback, 9781111540388

### eBook



PRACTICAL PROBLEMS IN MATHEMATICS FOR HEALTH SCIENCE CAREERS, 3RD EDITION familiarizes you with essential math processes using real-life examples and straightforward instruction. Using a word problem

format, this text starts you off with simple examples, and then progresses to complex paradigms at a comfortable pace. Plus, it focuses on the mathematical situations that you’re likely to encounter in the health care field, including problems involving medications, intravenous solutions, and other emulsions. No matter which area of Allied Health you’re interested in, updated and expanded Practical Problems In Mathematics For Health Science Careers, 3rd Edition is the resource you’ll use for years to come.

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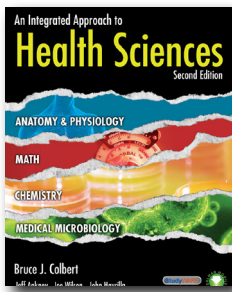
## AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E

Anatomy and Physiology, Math, Chemistry and Medical Microbiology

*Bruce J. Colbert, University of Pittsburgh at Johnstown; Jeff Ankney; Joe Wilson; John Havrilla*

© 2012, 448pp, Hardback, 9781435487642

### eBook



Unlike any other resource on the market, AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E takes an all-in-one approach to preparing learners for careers in the health care industry. The book identifies the four basic building blocks of

Health Sciences: anatomy and physiology, math, chemistry, and medical microbiology, and then presents them in the context of health professions. Medical terminology and physics concepts are also covered. Rich illustrations, theory, practical applications, and humorous anecdotes all join together to help learners connect with the material as they learn it, fostering increased retention and comprehension. As a result, learners will gain valuable knowledge while also getting access to an insider look at health careers through the book's professional profiles. Exercises and case studies complement the comprehensive coverage and sharpen critical thinking skills, making this a complete package for anyone aiming to develop a solid foundational knowledge in the health sciences. And although the textbook can stand alone, it has capabilities for enhancements with a rich array of extra resources that include videos, animations, interactive games, study questions and a workbook with activities.

## ATHLETIC TRAINING / SPORTS MEDICINE

### PHYSICAL EDUCATION

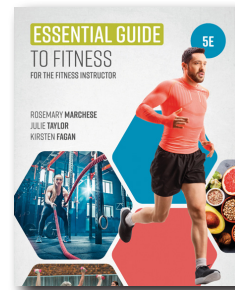
## ESSENTIAL GUIDE TO FITNESS, 5E

For the Fitness Instructor

*Rosemary Marchese; Julie Taylor; Kirsten Fagan, Holmesglen Institute*

© 2023, 544pp, Paperback, 9780170458603

### MindTap eBook



Essential Guide to Fitness has been written for the Certificate III in Fitness. When you've successfully completed your course, the qualification is your pathway to work as an aqua exercise instructor, group exercise instructor, gym instructor or multi-skilled fitness

instructor in settings such as fitness facilities, gyms, leisure, and community centres. The text provides you with a background in anatomy, physiology and nutrition. It also introduces you to fitness orientation and programming, types of equipment, working with specific groups, personal development and business. It includes lots of real-world examples and activities to help you apply what you've learned. Essential Guide to Fitness is highly illustrated with full colour diagrams and photographs.

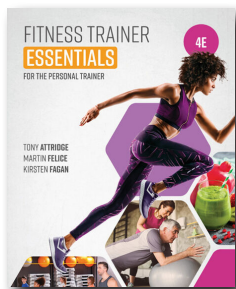
## FITNESS TRAINER ESSENTIALS, 4E

For the Personal Trainer

*Tony Attridge, College of Health and Fitness; Martin Felice; Kirsten Fagan, Holmesglen Institute*

© 2023, 0pp, Paperback, 9780170449007

### eBook



Fitness Trainer Essentials, 4e is for students undertaking the SIS40221 Certificate IV in Fitness qualification, studying to become personal fitness trainers. The text contains all core and popular elective units to support a range of fitness specialisations. You

will learn the basics of fitness training as well as important topics including exercise instruction, business operations and leadership, and other general electives. The reader-friendly text is packed with images, charts and diagrams to help you understand concepts. Fitness Trainer Essentials, 4e is for students who have already acquired the Certificate III in Fitness qualification, and does not repeat the Cert III units.

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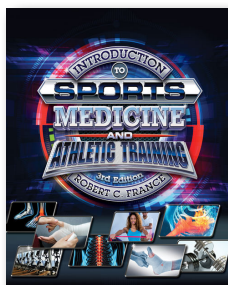
## SPORTS MEDICINE

### INTRODUCTION TO SPORTS MEDICINE AND ATHLETIC TRAINING, 3E

*Robert C France, CSMT, RSMT*

© 2020, 720pp, Paperback, 9780357379165

### MindTap eBook



France's INTRODUCTION TO SPORTS MEDICINE AND ATHLETIC TRAINING, 3rd Edition, equips you with a solid understanding of the functional concepts of the human body and then teaches you how to apply that knowledge to real-life practice. It combines

comprehensive coverage of Nutrition, Sports Psychology, Kinesiology and therapeutic modalities with the latest research, concussion protocols and guidelines for First Aid, CPR and AED. An all-new section is devoted to athletes with disabilities and their right to participate, and an entire chapter is dedicated to special challenges that athletes face. Vivid illustrations, photos, artwork and diagrams bring chapter concepts to life. In addition, insight into a wide range of careers in the Sports Medicine field helps you plan for the future. It's the ideal text for anyone interested in athletics and the medical needs of athletes.

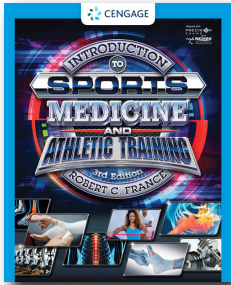
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## INTRODUCTION TO SPORTS MEDICINE AND ATHLETIC TRAINING, 3RD STUDENT EDITION, 3E

Robert C France, CSMT, RSMT

© 2020, 720pp, Hardback, 9781337625005

### MindTap eBook



France's **INTRODUCTION TO SPORTS MEDICINE AND ATHLETIC TRAINING, 3rd Edition**, equips you with a solid understanding of the functional concepts of the human body and then teaches you how to apply that knowledge to real-life practice. It combines

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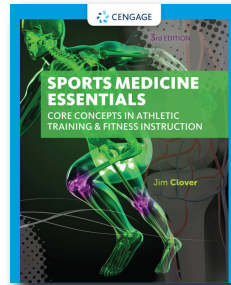
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## SPORTS MEDICINE ESSENTIALS, 3E Core Concepts in Athletic Training & Fitness Instruction (with Premium Web Site Printed Access Card 2 terms (12 months))

Jim Clover, California State University

© 2016, 768pp, Hardback, 9781133281245

### MindTap eBook



Plan a future in Sports Medicine with **SPORTS MEDICINE ESSENTIALS: CORE CONCEPTS IN ATHLETIC TRAINING & FITNESS INSTRUCTION, 3rd Edition!** Designed to introduce you to the field and the growing number of career choices it offers, the

book covers fitness instruction, athletic training, exercise physiology, sports management, and even physical therapy. The full-color text walks you through all the essentials, such as fitness assessment, conditioning, emergency preparedness, injury management, therapeutic modalities, nutrition, ethical and legal considerations, and more. This unique hands-on book also asks you to perform realistic and essential job skills, such as taping injuries, researching sports medicine supplies and their costs, and even forming a mock safety committee to mitigate injury risks to athletes. **SPORTS MEDICINE ESSENTIALS: CORE CONCEPTS IN ATHLETIC TRAINING & FITNESS INSTRUCTION, 3rd Edition** gives you VIP access to the fast-paced world of Sports Medicine in both print and interactive eBook formats, and correlates all materials with the latest National Athletic Trainer's Association (NATA) standards.

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# BASIC HEALTH SCIENCES

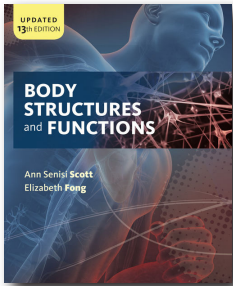
## ANATOMY & PHYSIOLOGY

### BODY STRUCTURES AND FUNCTIONS UPDATED, 13E

Ann Senisi Scott, Mount Mercy College, Cedar Rapids, Iowa;  
Elizabeth Fong

© 2019, 544pp, Paperback, 9781337907545

### MindTap eBook



Written and designed specifically for allied health students, **BODY STRUCTURES AND FUNCTIONS UPDATED, 13th edition**, equips you to the basics required for the study of the human body and how it functions. It provides a clear introduction

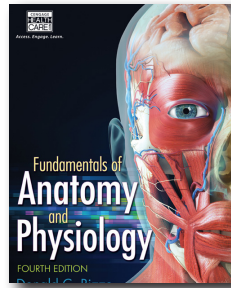
to life functions, medical terminology and phonetic pronunciations as well as a thorough review of human development and body processes. Diseases and disorders are integrated within each body system chapter to link physiology with anatomy. A media link feature connects you to 3-D anatomy, physiology and pathophysiology animations that bring chapter concepts to life, while detailed Career Profiles give you an inside look at the many health care professions available today. In addition, hands-on activities and case studies emphasize clinical applications, giving you a realistic view of situations you will face on the job. This edition is aligned with Precision Exams' Health Science Career Cluster.

### FUNDAMENTALS OF ANATOMY AND PHYSIOLOGY, 4E

Dr. Donald C. Rizzo, Maragrove College

© 2016, 576pp, Paperback, 9781285174150

### MindTap eBook



Packed with vivid illustrations and a wealth of hands-on applications, **best-selling FUNDAMENTALS OF ANATOMY AND PHYSIOLOGY, 4E** is written specifically for learners in a one-semester introductory A&P course in the allied

health field who have little or no previous knowledge of anatomy and physiology. Known for its clear approach to teaching, the text is widely praised for its ability to break A&P down into very simple, easy to understand language. Content is organized according to body systems and focuses on the body working together to promote homeostasis. Improving both the quality and quantity of text illustrations, the Fourth Edition's new art program brings text concepts to life with new figures throughout. Designed specifically for the needs of health care programs, the all-new Learning Lab's interactive simulation program helps students maximize their learning potential



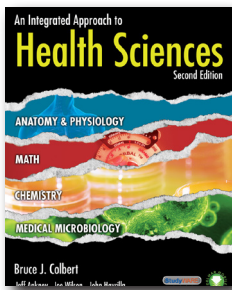
## AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E

Anatomy and Physiology, Math, Chemistry and Medical Microbiology

*Bruce J. Colbert, University of Pittsburgh at Johnstown; Jeff Ankney; Joe Wilson; John Havrilla*

© 2012, 448pp, Hardback, 9781435487642

### eBook



Unlike any other resource on the market, AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E takes an all-in-one approach to preparing learners for careers in the health care industry. The book identifies the four basic building blocks of

Health Sciences: anatomy and physiology, math, chemistry, and medical microbiology, and then presents them in the context of health professions. Medical terminology and physics concepts are also covered. Rich illustrations, theory, practical applications, and humorous anecdotes all join together to help learners connect with the material as they learn it, fostering increased retention and comprehension. As a result, learners will gain valuable knowledge while also getting access to an insider look at health careers through the book's professional profiles. Exercises and case studies complement the comprehensive coverage and sharpen critical thinking skills, making this a complete package for anyone aiming to develop a solid foundational knowledge in the health sciences. And although the textbook can stand alone, it has capabilities for enhancements with a rich array of extra resources that include videos, animations, interactive games, study questions and a workbook with activities.

## HUMAN DISEASES, 3E

*Marianne Neighbors, University of Arkansas; Ruth Tannehill-Jones*

© 2010, 544pp, Paperback, 9781435427518

### eBook



Essential pathophysiology product for allied health learners organized in a body systems format with supplemental materials to support the learner and instructor.

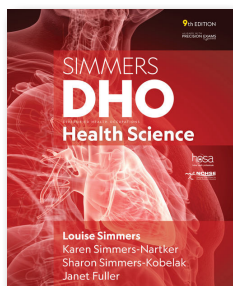
## CAREER SUCCESS SKILLS & PROFESSIONALISM

### DHO HEALTH SCIENCE, 9E

*Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak; Janet Fuller*

© 2022, Hardback, 9780357419991

### MindTap eBook



The highly respected DHO HEALTH SCIENCE continues to provide an all-in-one resource to build student excitement about the vast possibilities for a future in healthcare as well as covering introductory knowledge and skills in the health science curriculum.

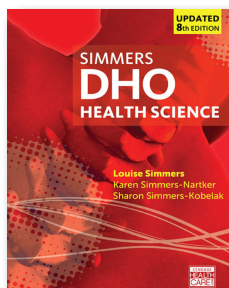
Organized in two parts, the text opens with foundational information required to enter a broad range of health professions, including infection control, first aid, legal requirements, and professionalism. Part two covers fundamental entry-level skills for a range of specific careers, including medical assisting, dental assisting, nursing assisting and more. Carefully revised to include current medical issues and technology from the Opioid Epidemic to frozen Stem Cells, the Ninth Edition is updated to current National Healthcare Foundation Standards, HIPPA and OBRA requirements, as well as HOSA student competitions. The ninth edition has also added NEW Case Study Investigations that bookend each chapter and offer students a chance to bring newly learned knowledge to help analyze patient scenarios and make recommendations.

### DHO HEALTH SCIENCE UPDATED, SOFT COVER, 8E

*Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak*

© 2019, 1040pp, Paperback, 9780357103081

### MindTap



The highly respected DIVERSIFIED HEALTH OCCUPATIONS is now DHO HEALTH SCIENCE UPDATED. The Eighth Edition of this trusted text continues to provide an all-in-one resource for introductory coursework in the health science

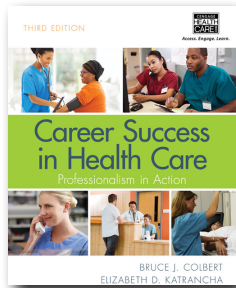
curriculum. Organized in two parts, the text opens with foundational information required to enter a broad range of health professions, including infection control, first aid, legal requirements, and professionalism. The second part covers fundamental entry-level skills for a range of specific careers, including medical assisting, dental assisting, and more. Carefully revised, the updated Eighth Edition includes information on the Patient Protection and Affordable Care Act, new nutritional guidelines from the U.S. Department of Agriculture, updates that correlate with the enhanced Enhanced National Healthcare Foundation Standards, and more to prepare you for success in today's high-demand health science careers.

## CAREER SUCCESS IN HEALTH CARE: PROFESSIONALISM IN ACTION, 3E

Bruce J. Colbert, *University of Pittsburgh at Johnstown*;  
Elizabeth Katrancha, *University of Pittsburgh at Johnstown*

© 2016, 304pp, Paperback, 9781285866888

MindTap eBook



Developing your interpersonal skills and establishing your “brand” as a professional early in your academic career will directly affect your future success. With its unique “worktext” format, CAREER SUCCESS IN HEALTH

CAREER : PROFESSIONALISM IN ACTION, 3e helps you sharpen your interpersonal skills to showcase yourself as a top-performing student as well as a top-quality job candidate. Drawing from their many years of teaching, clinical experience, and conducting workshops concerning the behavioral domain, the authors deliver a worktext packed with real-life examples, clear direction, and step-by-step assistance in assessing your current state of professionalism and creating effective action plans for improvement. Equipping you with both academic and life skills, CAREER SUCCESS helps you reach your full potential.

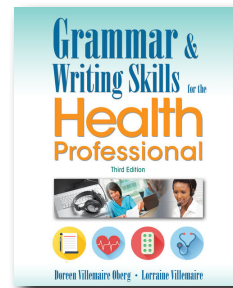
## COMMUNICATIONS

## GRAMMAR AND WRITING SKILLS FOR THE HEALTH PROFESSIONAL, 3E

Doreen Villemaire; Lorraine Villemaire

© 2018, 320pp, Paperback, 9781305945425

MindTap eBook



Extremely student friendly, GRAMMAR & WRITING SKILLS FOR THE HEALTH PROFESSIONAL, 3e, focuses on the fundamentals of grammar and writing to help you develop the skills to communicate clearly and effectively in real-world practice. An indispensable

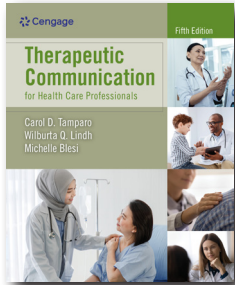
resource the can be used during your schooling as well as you when enter your career, the text is divided into three modules. The first focuses on basic grammar (nouns, pronouns, verbs) and the second on more advanced topics (sentences and paragraphs). The third module helps you develop writing skills for medical reports, correspondence, emails, office meeting minutes, progress notes, charting, research, and brochures. The text’s unique writing process can also be used for cover letters and resumes. In addition, the text includes current information on HIPAA, the Joint Commission, American Health Management Information Association, and much more, while real-world applications at the end of every section illustrate how chapter concepts relate to your future career.

## THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, 5E

*Carol D. Tamparo, Lake Washington Technical College;  
Wilburta Q. Lindh, Highline Community College;  
Michelle Blesi, Century Community College*

© 2024, 336pp, Paperback, 9780357619018

### MindTap eBook



Designed with you in mind, Tamparo/Lindh/Blesi's THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, 5th Edition, is the complete guide to patient interactions in today's clinical care settings. Effective

communication can ease patient anxiety, increase compliance and enhance health care interactions, especially when dealing with life-altering illness, death and dying, depression, substance use and abuse and other situations where patient behaviors can be unpredictable. In each chapter, you will explore caregivers' good and bad responses to stressful scenarios and techniques for improvement. Each chapter starts with a case study to bring life to the page and reinforces communication strategies with practice cases, boxed features, role-play exercises and questions throughout the text. No matter the situation you face on the job, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS can prepare you with the soft skills you need to think critically and help patients cope.

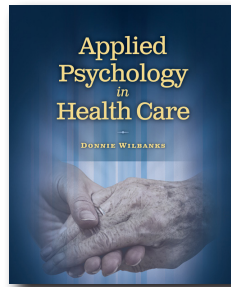
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## APPLIED PSYCHOLOGY IN HEALTH CARE

*Donnie J. Wilbanks*

© 2009, 176pp, Paperback, 9781418053482

### eBook



Applying the basics of psychology to provide caregivers with an understanding of the mental health of patients and themselves, Applied Psychology in Health Care prepares health care workers to effectively communicate and provide

superior patient care. In its approach to human understanding, this book is a valuable resource to anyone involved in a helping relationship, as a helper or as a client. With 18 years of social work and counseling experience, the author brings a wealth of experience and offers proven skills that can be practiced and developed to enhance the provider's caretaking ability. Application sections present listening and communication skills for each area of specialization to improve health care at all levels.

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## DISEASES / PATHOLOGY

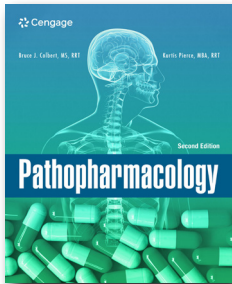
### NEW EDITION

#### PATHOPHARMACOLOGY, 2E

Bruce J. Colbert, *University of Pittsburgh at Johnstown*; Kurtis Pierce, *University of Pittsburgh at Johnstown*

© 2024, 608pp, Hardback, 9780357618165

### MindTap



Instead of relying on mass memorization, Colbert/Pierce's *PATHOPHARMACOLOGY*, Second Edition, helps you truly learn and internalize pharmacology and pathophysiology concepts -- for long-term professional success. An engaging

writing style makes even complex topics easy to understand, while real clinical connections highlight the interrelatedness and relevancy of what you are learning. Analogies and learning hints are integrated throughout. For example, Chapter 13 uses a snarling dog illustration to show the sympathetic responses of the nervous system. Now you "know" that when the sympathetic nervous system is stimulated, pupils dilate to get more light in to see the situation and heart rate and breathing increase to get more oxygen to ready muscles for fight or flight. Reading this story makes understanding the autonomic responses easier than memorizing a list. Also available: MindTap.

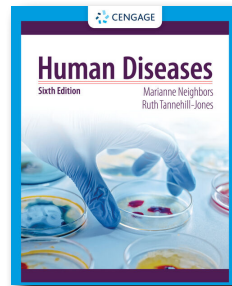
### NEW EDITION

#### HUMAN DISEASES, 6E

Marianne Neighbors, *University of Arkansas*; Ruth Tannehill-Jones

© 2023, 624pp, Paperback, 9780357618042

### MindTap



Designed specifically for future allied health professionals, *HUMAN DISEASES*, Sixth Edition, includes everything you need to know about the diseases and disorders health care providers see and treat most often. Making pathology fully accessible,

this best-selling text is packed with the most current research available and reflects the latest practices from the field. Following a basic review of anatomy and physiology, chapters present each disease's description, etiology, symptoms, diagnosis, treatment and prevention, while detailed, full-color photos make it easier to gain a thorough understanding of key concepts. Completely up to date, the Sixth Edition includes information on new and emerging disorders, ICD-10 progress, pharmacology concerns, herbal and nontraditional remedies, current research and statistics and more. In addition, real-life cases and interactive learning tools give you hands-on experience to help you put what you learn into practice.

## ELECTROCARDIOGRAM (ECG / EKG)

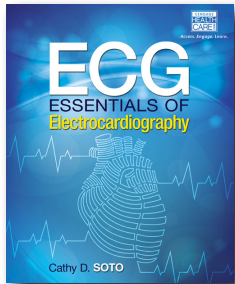
### ECG

Essentials of Electrocardiography

Cathy Soto

© 2017, 352pp, Paperback, 9781285180984

### MindTap eBook



ECG: ESSENTIALS OF ELECTROCARDIOGRAPHY is designed to help you understand the fundamental knowledge and skills necessary to successfully perform an ECG. Its concise yet comprehensive coverage includes instruction on the anatomy

of the heart, electrophysiology of the heart, and ECG basics. To prepare you for completing ECGs in the field, this student-friendly text presents a combination of introductory cardiovascular anatomy, relationships of other body systems to heart health, need-to-know legal and ethical considerations, patient assessment techniques, instructions on how to complete and document ECGs, and basic interpretation of the ECG tracing. “Call-outs” point out material you should memorize, while “Quick Checks” help you test your comprehension as your progress through the text. In addition, thorough coverage of objectives you must master to qualify to sit for the National Healthcareer Association’s (NHA) EKG Technician Certification exam are included throughout.

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## ETHICS

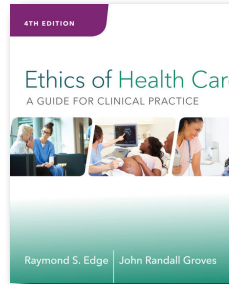
### ETHICS OF HEALTH CARE, 4E

A Guide for Clinical Practice

Raymond S. Edge, *Dean, School of Health Professions (Retired), Maryville University – Saint Louis; John Randall Groves, Ferris State University*

© 2018, 416pp, Paperback, 9781285854182

### MindTap eBook



Designed for students pursuing careers in a variety of health care programs, ETHICS OF HEALTH CARE: A GUIDE FOR CLINICAL PRACTICE, 4e, equips you with the tools you need to make legal and ethical decisions in real-world practice. The text

teaches you the language of the legal system and biomedical ethics while emphasizing critical thinking, problem solving and professional behavior. The first four chapters provide the foundational knowledge you need to understand the legal system and ethical theory as it relates to health care practice. Later chapters build on these concepts as you explore ethical and legal health care controversies through a wide variety of issues such as reproductive health, organ donation, physician assisted dying, ethical allocation of health care, cloning, genetics, and human enhancements. Each chapter also includes legal and ethical case studies to help you put what you learn into practice.

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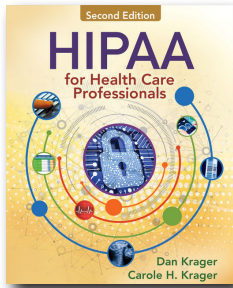
## HIPAA

### HIPAA FOR HEALTH CARE PROFESSIONALS, 2E

*Dan Krager; Carole Krager, Olney Central College, Olney, IL*

© 2018, 192pp, Paperback, 9781305946064

MindTap eBook



HIPAA FOR HEALTH CARE PROFESSIONALS, 2nd Edition, clearly explains the Health Insurance Portability and Accountability Act, including fundamentals, privacy, security, and common myths. This updated edition also shows you where and

how HIPAA affects health care and insurance through modifications to other related laws. Offered in an easy-to-follow format, the text includes examples, real-life scenarios, and optional interactive features to help you better understand important concepts, test that understanding, and prepare you for a rewarding career in health care.

## HUMAN BEHAVIOR

**NEW EDITION**

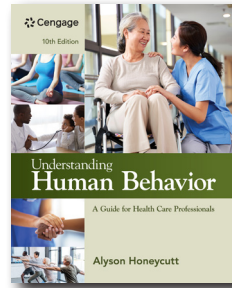
### UNDERSTANDING HUMAN BEHAVIOR, 10E

A Guide for Health Care Professionals

*Alyson Honeycutt*

© 2024, 352pp, Paperback, 9780357618608

MindTap eBook



Inspiring your future as a health care professional, Honeycutt's UNDERSTANDING HUMAN BEHAVIOR, 10th Edition, delivers reliable, practical information that equips you with a solid understanding of basic psychological and behavioral concepts from

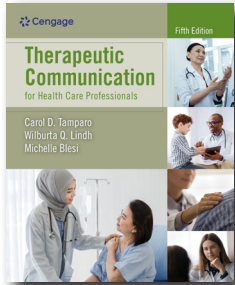
a health care perspective. Updated with the latest industry trends and examples, it streamlines coverage spanning a wide, useful range of important mental health topics -- and their implications for you as a health care professional. It includes updated coverage of cultural bias and competence; developmental disorders; trauma-informed care; drug use in the U.S.; alternative, complementary and integrative medicine; stress-management and much more. This powerful resource presents both client and caregiver perspectives, exploring the behaviors, emotions and coping mechanisms you may encounter in a variety of health care situations and settings. Practical examples and activities help you apply what you learn to real-world scenarios.

## THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, 5E

Carol D. Tamparo, Lake Washington Technical College;  
Wilburta Q. Lindh, Highline Community College;  
Michelle Blesi, Century Community College

© 2024, 336pp, Paperback, 9780357619018

### MindTap eBook



Designed with you in mind, Tamparo/Lindh/Blesi's THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, 5th Edition, is the complete guide to patient interactions in today's clinical care settings. Effective

communication can ease patient anxiety, increase compliance and enhance health care interactions, especially when dealing with life-altering illness, death and dying, depression, substance use and abuse and other situations where patient behaviors can be unpredictable. In each chapter, you will explore caregivers' good and bad responses to stressful scenarios and techniques for improvement. Each chapter starts with a case study to bring life to the page and reinforces communication strategies with practice cases, boxed features, role-play exercises and questions throughout the text. No matter the situation you face on the job, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS can prepare you with the soft skills you need to think critically and help patients cope.

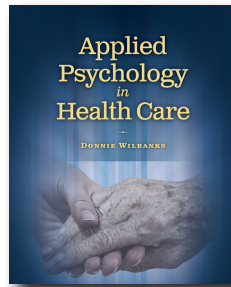
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## APPLIED PSYCHOLOGY IN HEALTH CARE

Donnie J. Wilbanks

© 2009, 176pp, Paperback, 9781418053482

### eBook



Applying the basics of psychology to provide caregivers with an understanding of the mental health of patients and themselves, Applied Psychology in Health Care prepares health care workers to effectively communicate and provide

superior patient care. In its approach to human understanding, this book is a valuable resource to anyone involved in a helping relationship, as a helper or as a client. With 18 years of social work and counseling experience, the author brings a wealth of experience and offers proven skills that can be practiced and developed to enhance the provider's caretaking ability. Application sections present listening and communication skills for each area of specialization to improve health care at all levels.

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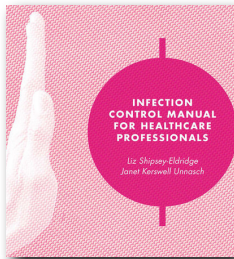
## INFECTION CONTROL

### INFECTION CONTROL MANUAL FOR HEALTHCARE PROFESSIONALS

*Elizabeth Shipsey, Mandalay Retreat Care; Janet Kerswell*

© 2016, 160pp, Spiral, a

**eBook**



To access your Student Website, please visit <https://get.ga/9780170261609>

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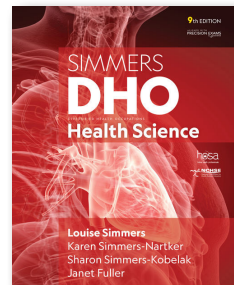
## INTRODUCTION TO HEALTH SCIENCES / HEALTH OCCUPATIONS

### DHO HEALTH SCIENCE, 9E

*Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak; Janet Fuller*

© 2022, Hardback, 9780357419991

**MindTap eBook**



The highly respected DHO HEALTH SCIENCE continues to provide an all-in-one resource to build student excitement about the vast possibilities for a future in healthcare as well as covering introductory knowledge and skills in the health science curriculum.

Organized in two parts, the text opens with foundational information required to enter a broad range of health professions, including infection control, first aid, legal requirements, and professionalism. Part two covers fundamental entry-level skills for a range of specific careers, including medical assisting, dental assisting, nursing assisting and more. Carefully revised to include current medical issues and technology from the Opioid Epidemic to frozen Stem Cells, the Ninth Edition is updated to current National Healthcare Foundation Standards, HIPPA and OBRA requirements, as well as HOSA student competitions. The ninth edition has also added NEW Case Study Investigations that bookend each chapter and offer students a chance to bring newly learned knowledge to help analyze patient scenarios and make recommendations.

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## INTRODUCTION TO HEALTH CARE, 5E

Lee Haroun; Dakota Mitchell, Kaiser Permanente (retired)

© 2021, 640pp, Paperback, 9780357123072

MindTap eBook



Preparing you for real-world practice, Haroun/Mitchell's **INTRODUCTION TO HEALTH CARE**, Fifth Edition, provides an easy-to-read introduction to the foundational skills necessary for a range of health care professions. Emphasizing core health

care competencies -- communication, infection control and professionalism -- the text delivers thorough coverage of both the soft skills and basic clinical skills needed by those entering health care training programs or considering a career in health care. Its unique five-step problem-solving model helps you "think like a health care professional" and sharpen your critical thinking skills, while numerous hands-on activities enable you to put chapter concept into practice. Completely up to date, it reflects the latest research and includes expansive coverage of such emerging issues as the opioid crisis, precision/personalized medicine, suicide prevention, health disparities, patient rights and much more. Also available: MindTap digital learning solution.

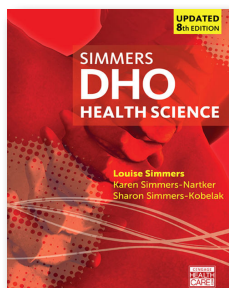
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## DHO HEALTH SCIENCE UPDATED, SOFT COVER, 8E

Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak

© 2019, 1040pp, Paperback, 9780357103081

MindTap



The highly respected **DIVERSIFIED HEALTH OCCUPATIONS** is now **DHO HEALTH SCIENCE UPDATED**. The Eighth Edition of this trusted text continues to provide an all-in-one resource for introductory coursework in the health science

curriculum. Organized in two parts, the text opens with foundational information required to enter a broad range of health professions, including infection control, first aid, legal requirements, and professionalism. The second part covers fundamental entry-level skills for a range of specific careers, including medical assisting, dental assisting, and more. Carefully revised, the updated Eighth Edition includes information on the Patient Protection and Affordable Care Act, new nutritional guidelines from the U.S. Department of Agriculture, updates that correlate with the enhanced Enhanced National Healthcare Foundation Standards, and more to prepare you for success in today's high-demand health science careers.

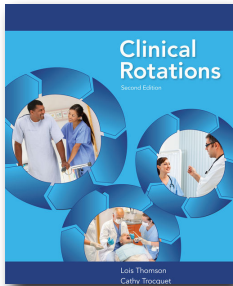
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## CLINICAL ROTATIONS, 2E

*Lois Thomson, Cypress Creek High School, Houston, TX (Retired); Cathy Trocquet, Cypress Creek High School, Houston*

© 2014, 288pp, Paperback, 9781111640507

### eBook



This highly practical guide to modern health care professions includes everything you need to complement classroom learning with real-world experience. Encompassing the entire health care system, this trusted resource includes dedicated

chapters on more than 20 clinical rotations. In addition to guidance on assisting and observing health care professionals across a wide variety of specialties and settings, the text includes tools and forms to help you plan, document, and assess your clinical experiences. Thoroughly updated to reflect today's dynamic health care industry, CLINICAL ROTATIONS, Second Edition, includes new content and photos in every chapter, online resources and electronic forms, and additional learning tools to help you transition from classroom study to career success.

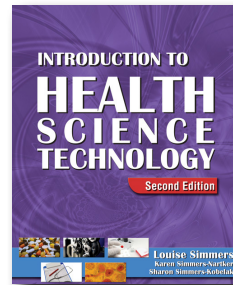
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## INTRODUCTION TO HEALTH SCIENCE TECHNOLOGY, 2E

*Louise Simmers*

© 2009, 656pp, Hardback, 9781418021221

### eBook



Based on the best-selling Diversified Health Occupations, Introduction to Health Science Technology provides the health science technology student with basic entry level knowledge required for a variety of health care careers, including medical

terminology, basic anatomy and physiology, computer training, leadership, team building skills and in-depth medical math. It is also a highly practical resource that covers the core information needed to pursue a career in health care, from an introduction to the health care industry to descriptions of health-related careers to legal and ethical responsibilities of health care workers. Carefully revised with new photos throughout, the second edition includes updated information on the Food Guide Pyramid, infection control information, standards for blood pressure that concur with AMA and AHA recommendations, and much more.

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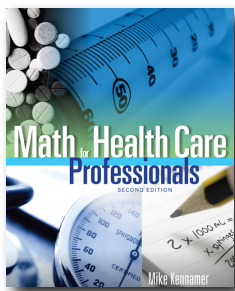
## MATHEMATICS

### MATH FOR HEALTH CARE PROFESSIONALS, 2E

Michael Kennamer, Northeast Alabama Community College;  
Kennamer Media Group, Inc.

© 2017, 336pp, Paperback, 9781305509788

#### MindTap eBook



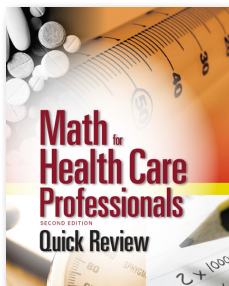
Requiring no prior knowledge of mathematics or health care, MATH FOR HEALTH CARE PROFESSIONALS, 2E is a comprehensive, foundational resource that is equally effective in the classroom or for self-study. It emphasizes the

fundamentals of mathematics while giving you plenty of experience applying that to real-world practice. Actual health professionals also share how they use math in their careers. Exercises using drug dosages, intake and output, weights and measures, temperatures, IV drip rates, , illustrations of syringes, prescriptions, medication labels, IV bags, and I and O charts give you hands-on practice with real-life health care skills requiring mathematics. A student workbook and MindTap digital learning solution are also available. The Second Edition includes all-new chapters devoted to pre-algebra and geometry as well as statistics. It also offers new coverage of body mass index, 24-hour time, calculating the volume of containers of various shapes, and more.

### QUICK REVIEW: MATH FOR HEALTH CARE PROFESSIONALS, 2E

Michael Kennamer, Northeast Alabama Community College;  
Kennamer Media Group, Inc.

© 2017, 367pp, Paperback, 9781305509818



Written by a health care professional for health care professionals, QUICK REVIEW: MATH FOR HEALTH CARE PROFESSIONALS, 2e is perfect for anyone needing a refresher on math concepts used in health care. It thoroughly explains

the “why” along with the fundamentals of health-related math. Each chapter includes a quick review of concepts as well as numerous exercises to help you put what you learn into practice. The text emphasizes drug dosages, intake and output, weights and measures, temperatures, IV drip rates, conversions, and other real-world math applications. Detailed illustrations of syringes, prescriptions, medication labels, IV bags, and I and O charts prepare you for what you will experience on the job. In addition, MindTap offers a wealth of online activities and resources to help you maximize your success.

## PRACTICAL PROBLEMS IN MATH FOR HEALTH SCIENCE CAREERS, 3E

Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak

© 2013, 368pp, Paperback, 9781111540388

### eBook



PRACTICAL PROBLEMS IN MATHEMATICS FOR HEALTH SCIENCE CAREERS, 3RD EDITION familiarizes you with essential math processes using real-life examples and straightforward instruction. Using a word problem

format, this text starts you off with simple examples, and then progresses to complex paradigms at a comfortable pace. Plus, it focuses on the mathematical situations that you're likely to encounter in the health care field, including problems involving medications, intravenous solutions, and other emulsions. No matter which area of Allied Health you're interested in, updated and expanded Practical Problems In Mathematics For Health Science Careers, 3rd Edition is the resource you'll use for years to come.

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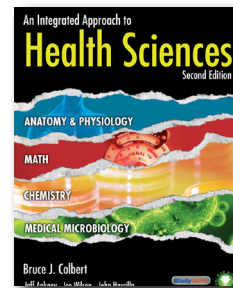
## AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E

Anatomy and Physiology, Math, Chemistry and Medical Microbiology

Bruce J. Colbert, *University of Pittsburgh at Johnstown*; Jeff Ankney; Joe Wilson; John Havrilla

© 2012, 448pp, Hardback, 9781435487642

### eBook



Unlike any other resource on the market, AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E takes an all-in-one approach to preparing learners for careers in the health care industry. The book identifies the four basic building blocks of

Health Sciences: anatomy and physiology, math, chemistry, and medical microbiology, and then presents them in the context of health professions. Medical terminology and physics concepts are also covered. Rich illustrations, theory, practical applications, and humorous anecdotes all join together to help learners connect with the material as they learn it, fostering increased retention and comprehension. As a result, learners will gain valuable knowledge while also getting access to an insider look at health careers through the book's professional profiles. Exercises and case studies complement the comprehensive coverage and sharpen critical thinking skills, making this a complete package for anyone aiming to develop a solid foundational knowledge in the health sciences. And although the textbook can stand alone, it has capabilities for enhancements with a rich array of extra resources that include videos, animations, interactive games, study questions and a workbook with activities.

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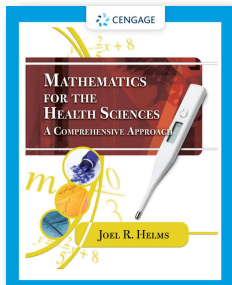
## MATHEMATICS FOR HEALTH SCIENCES

A Comprehensive Approach

Joel R. Helms

© 2010, 352pp, Paperback, 9781435441101

### eBook



Select topics according to your mathematical ability and chosen health care profession. Begin with a basic math review or move right to deeper concepts, including algebra and geometry, linear equations and graphing, dilutions, solutions, and

concentrations, dosage calculations and more! Learn at your own pace with this easy to use math text specifically for the health sciences.

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## MICROBIOLOGY

### MICROBIOLOGY

Practical Applications and Infection Prevention

Bruce J. Colbert, *University of Pittsburgh at Johnstown*; Luis Gonzalez III

© 2016, 304pp, Hardback, 9781133693642

### MindTap eBook



Designed for tomorrow's health care and nursing professionals, MICROBIOLOGY: PRACTICAL APPLICATIONS AND INFECTION PREVENTION, 1st Edition provides you with an overview of medical microbiology while

emphasizing practical applications in clinical and care settings. Starting with the basics in each chapter, you will examine the science of microbiology, as well as medical specialties, aseptic techniques and procedures, infectious diseases, epidemiology, bioterrorism, and other fascinating topics. A robust set of ancillary learning tools guide you toward a deeper understanding of medical microbiology in practice with videos, animations, an audio glossary, interactive games, and more. Conversational and user-friendly, MICROBIOLOGY: PRACTICAL APPLICATIONS AND INFECTION PREVENTION, 1st Edition takes the fear out of medical microbiology, and opens the door to many emerging careers in health care.

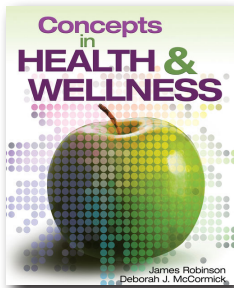
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## PERSONAL HEALTH / WELLNESS

### CONCEPTS IN HEALTH AND WELLNESS

*James Robinson III, Ed.D, FAAHE, New Mexico State University; Deborah J. McCormick, Ph.D., Northern Arizona University*

© 2011, 576pp, Paperback, 9781418055417



CONCEPTS IN HEALTH AND WELLNESS is an inviting and straightforward book that will provide you with essential personal health information you can use to develop a lifetime of wellness skills. It will help you develop the knowledge and motivation you need to

maintain wellness throughout adulthood and will provide you with meaningful literary support for class instruction. More importantly, this book will empower you with the skills to access credible health and wellness information now and in the years to come. Each chapter contains special features that enhance the textual material and engage the reader through application exercises.

## PHARMACOLOGY / DRUG REFERENCE

### NEW EDITION

### ESSENTIALS OF PHARMACOLOGY FOR HEALTH PROFESSIONS, 9E

*Bruce J. Colbert, University of Pittsburgh at Johnstown; Ruth Woodrow; Elizabeth Katrancha, University of Pittsburgh at Johnstown*

© 2023, 656pp, Paperback, 9780357618301

### MindTap



Colbert/James/Katrancha's ESSENTIALS OF PHARMACOLOGY FOR HEALTH PROFESSIONS, 9th Edition, is the ideal resource to help you prepare for licensed practical nursing, medical assisting and other allied health careers. Focusing on

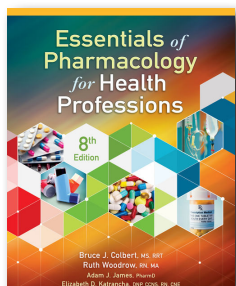
“need to know” drug information, it empowers you with the knowledge and confidence to master pharmacology. Extremely reader friendly, this bestseller simplifies material into engaging and manageable chapters. By stressing clinical application, it ensures you understand the “why” behind what you learn. Part I’s solid foundation in basic pharmacologic principles is followed by Part II’s coverage of drugs, sources, legal concerns and medical uses. Chapters organize drugs by classifications and include their purpose, side effects, interactions and precautions or contraindications -- emphasizing patient education for each category. Also available: MindTap digital learning solution.

## ESSENTIALS OF PHARMACOLOGY FOR HEALTH PROFESSIONS, 8E

Bruce J. Colbert, University of Pittsburgh at Johnstown; Ruth Woodrow

© 2019, 672pp, Paperback, 9781337395892

### MindTap eBook



Best-selling ESSENTIALS OF PHARMACOLOGY FOR HEALTH PROFESSIONS, 8e is the ideal resource to help you prepare for licensed practical nursing, medical assisting, and other allied health careers. Focusing on “need to know” drug

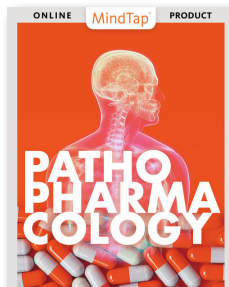
information, it gives you the confidence to master pharmacology. Extremely reader friendly, this clear, concise book simplifies material into engaging and manageable chapters. By stressing clinical application, it also ensures you understand the “why” behind what you learn. Part I provides a solid foundation in basic pharmacologic principles. Part II covers drugs, sources, legal concerns, and medical uses. Chapters organize drugs by classifications and include their purpose, side effects, interactions, and precautions or contraindications. Patient education is highlighted for each category, while numerous reference tables help pull everything together for you by listing the most commonly prescribed drugs, dosages, available forms, and special considerations.

## PATHOPHARMACOLOGY

Bruce J. Colbert, University of Pittsburgh at Johnstown; Kurtis Pierce, University of Pittsburgh at Johnstown

© 2019, Hardback, 9780357107980

### MindTap



**M i n d T a p**  
Pathopharmacology helps you learn on your terms. TAKES YOU FROM BASIC KNOWLEDGE AND UNDERSTANDING TO HIGHERLEVELLEARNING USING A LEARNING OBJECTIVES BASED APPROACH. MINDTAP

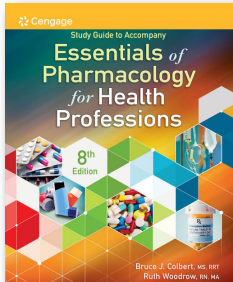
CREATES A UNIQUE LEARNING PATH OF RELEVANT READINGS, MULTIMEDIA, AND ACTIVITIES BY LEARNING OBJECTIVE THAT MOVE YOU UP THE LEARNING TAXONOMY FROM BASIC KNOWLEDGE AND COMPREHENSION TO ANALYSIS AND APPLICATION. INSTANT ACCESS IN YOUR POCKET. Take advantage of the MindTap Mobile App to learn on your terms. Read or listen to textbooks and study with the aid of instructor notifications, flashcards, and practice quizzes. MINDTAP HELPS YOU CREATE YOUR OWN POTENTIAL. GEAR UP FOR ULTIMATE SUCCESS. Track your scores and stay motivated toward your goals. Whether you have more work to do or are ahead of the curve, you'll know where you need to focus your efforts. And the MindTap Green Dot will charge your confidence along the way. MINDTAP HELPS YOU OWN YOUR PROGRESS. MAKE YOUR TEXTBOOK YOURS. No one knows what works for you better than you. Highlight key text, add notes, and create custom flashcards. When it's time to study, everything you've flagged or noted can be gathered into a guide you can organize.



## STUDY GUIDE FOR COLBERT/ WOODROW'S ESSENTIALS OF PHARMACOLOGY FOR HEALTH PROFESSIONS, 8TH, 8E

*Bruce J. Colbert, University of Pittsburgh at Johnstown; Ruth Woodrow*

© 2019, Paperback, 9781337395908

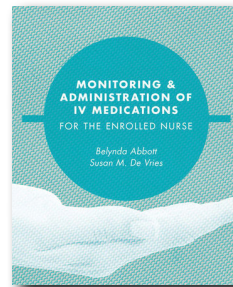


The study guide includes key learning objectives for each chapter, outlines of key sections, self-test questions, and sets of problems similar to those in the text to help you succeed in the course.

## MONITORING AND ADMINISTRATION OF IV MEDICATIONS FOR THE ENROLLED NURSE

*Belynda Abbott; Susan M De Vries, ACU Brisbane*

© 2016, 144pp, Spiral, 9780170261517



Study this challenging and critical area using a trusted resource. Mapped to HLTENN007 - Administer and monitor medicines and intravenous therapy, Monitoring and Administration of IV Medications for the Enrolled Nurse incorporates all

appropriate state and national legislation regarding scope of practice and according to ANMC review. This practical manual is spiral bound for use in classroom and clinical settings. Now you have access to latest theory, packed with practical cases, examples and medicines, and backed with student resources to revise outside of the classroom. To access your Student Website, please visit <https://get.ga/9780170261517>

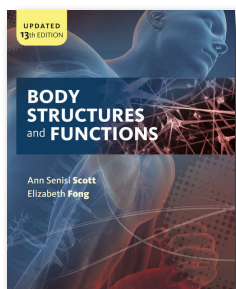
REFERENCE

**BODY STRUCTURES AND FUNCTIONS  
UPDATED, 13E**

*Ann Senisi Scott, Mount Mercy College, Cedar Rapids, Iowa;  
Elizabeth Fong*

© 2019, 544pp, Paperback, 9781337907545

**MindTap eBook**



Written and designed specifically for allied health students, **BODY STRUCTURES AND FUNCTIONS UPDATED, 13th edition**, equips you to the basics required for the study of the human body and how it functions. It provides a clear introduction

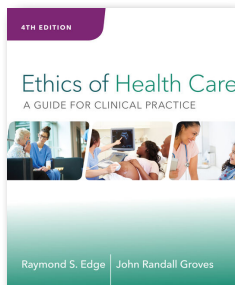
to life functions, medical terminology and phonetic pronunciations as well as a thorough review of human development and body processes. Diseases and disorders are integrated within each body system chapter to link physiology with anatomy. A media link feature connects you to 3-D anatomy, physiology and pathophysiology animations that bring chapter concepts to life, while detailed Career Profiles give you an inside look at the many health care professions available today. In addition, hands-on activities and case studies emphasize clinical applications, giving you a realistic view of situations you will face on the job. This edition is aligned with Precision Exams' Health Science Career Cluster.

**ETHICS OF HEALTH CARE, 4E**  
A Guide for Clinical Practice

*Raymond S. Edge, Dean, School of Health Professions (Retired),  
Maryville University – Saint Louis; John Randall Groves, Ferris  
State University*

© 2018, 416pp, Paperback, 9781285854182

**MindTap eBook**



Designed for students pursuing careers in a variety of health care programs, **ETHICS OF HEALTH CARE: A GUIDE FOR CLINICAL PRACTICE, 4e**, equips you with the tools you need to make legal and ethical decisions in real-world practice. The text

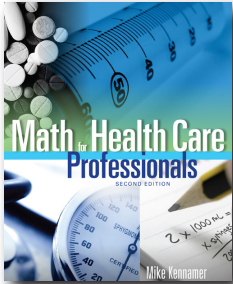
teaches you the language of the legal system and biomedical ethics while emphasizing critical thinking, problem solving and professional behavior. The first four chapters provide the foundational knowledge you need to understand the legal system and ethical theory as it relates to health care practice. Later chapters build on these concepts as you explore ethical and legal health care controversies through a wide variety of issues such as reproductive health, organ donation, physician assisted dying, ethical allocation of health care, cloning, genetics, and human enhancements. Each chapter also includes legal and ethical case studies to help you put what you learn into practice.

## MATH FOR HEALTH CARE PROFESSIONALS, 2E

Michael Kennamer, Northeast Alabama Community College;  
Kennamer Media Group, Inc.

© 2017, 336pp, Paperback, 9781305509788

### MindTap eBook



Requiring no prior knowledge of mathematics or health care, MATH FOR HEALTH CARE PROFESSIONALS, 2E is a comprehensive, foundational resource that is equally effective in the classroom or for self-study. It emphasizes the

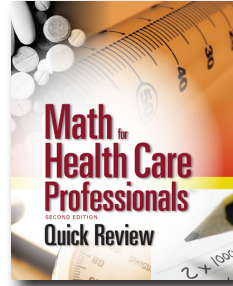
fundamentals of mathematics while giving you plenty of experience applying that to real-world practice. Actual health professionals also share how they use math in their careers. Exercises using drug dosages, intake and output, weights and measures, temperatures, IV drip rates, , illustrations of syringes, prescriptions, medication labels, IV bags, and I and O charts give you hands-on practice with real-life health care skills requiring mathematics. A student workbook and MindTap digital learning solution are also available. The Second Edition includes all-new chapters devoted to pre-algebra and geometry as well as statistics. It also offers new coverage of body mass index, 24-hour time, calculating the volume of containers of various shapes, and more.

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## QUICK REVIEW: MATH FOR HEALTH CARE PROFESSIONALS, 2E

Michael Kennamer, Northeast Alabama Community College;  
Kennamer Media Group, Inc.

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Written by a health care professional for health care professionals, QUICK REVIEW: MATH FOR HEALTH CARE PROFESSIONALS, 2e is perfect for anyone needing a refresher on math concepts used in health care. It thoroughly explains

the “why” along with the fundamentals of health-related math. Each chapter includes a quick review of concepts as well as numerous exercises to help you put what you learn into practice. The text emphasizes drug dosages, intake and output, weights and measures, temperatures, IV drip rates, conversions, and other real-world math applications. Detailed illustrations of syringes, prescriptions, medication labels, IV bags, and I and O charts prepare you for what you will experience on the job. In addition, MindTap offers a wealth of online activities and resources to help you maximize your success.

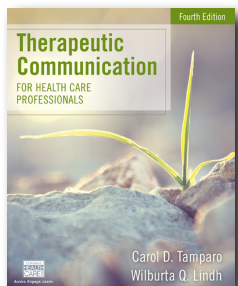
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## THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, 4E

Carol D. Tamparo; Wilburta Q. Lindh, Highline Community College

© 2017, 288pp, Paperback, 9781305574618

### MindTap eBook



Redesigned with you in mind, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, Fourth Edition is the complete guide to patient interactions in today's clinical care settings. Effective communication can ease

patient anxiety, increase compliance, and enhance health care interactions for all, especially when dealing with life-altering illness, death and dying, depression, substance abuse, and other situations where patient behaviors can be unpredictable. Inside each chapter, you will explore both the good and bad responses caregivers have to stressful scenarios, as well as techniques for improvement. And every chapter starts with a case study to bring life to the page, then reinforces communication strategies with more practice cases, boxed features, role-play exercises, and questions as you go. No matter the situation you face on the job, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, Fourth Edition can prepare you with the soft skills you need to think critically on your feet and help patients cope.

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## MICROBIOLOGY

Practical Applications and Infection Prevention

Bruce J. Colbert, University of Pittsburgh at Johnstown; Luis Gonzalez III

© 2016, 304pp, Hardback, 9781133693642

### MindTap eBook



Designed for tomorrow's health care and nursing professionals, MICROBIOLOGY: PRACTICAL APPLICATIONS AND INFECTION PREVENTION, 1st Edition provides you with an overview of medical microbiology while

emphasizing practical applications in clinical and care settings. Starting with the basics in each chapter, you will examine the science of microbiology, as well as medical specialties, aseptic techniques and procedures, infectious diseases, epidemiology, bioterrorism, and other fascinating topics. A robust set of ancillary learning tools guide you toward a deeper understanding of medical microbiology in practice with videos, animations, an audio glossary, interactive games, and more. Conversational and user-friendly, MICROBIOLOGY: PRACTICAL APPLICATIONS AND INFECTION PREVENTION, 1st Edition takes the fear out of medical microbiology, and opens the door to many emerging careers in health care.

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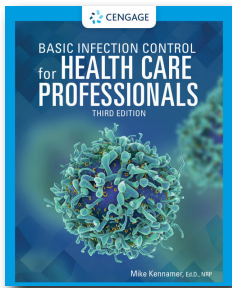
## SAFETY & COMPLIANCE

### BASIC INFECTION CONTROL FOR HEALTH CARE PROFESSIONALS, 3E

Michael Kenamer, *Northeast Alabama Community College*; Kenamer Media Group, Inc.

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### MindTap



Basic Infection Control for Health Care Providers, Third Edition, is a clear and concise guide to preventing occupational exposure hazards and communicable and infectious diseases. Written at a level that assumes no prior knowledge of infectious disease, this

book includes coverage on how to safely protect oneself from infectious agents and what to do in case of infectious exposure. This book is equally applicable for any healthcare field, including medical assistant, nursing, physical and occupational therapy, nursing assistant, dental professionals, respiratory therapy, diagnostic imaging, long-term care, massage therapy, and emergency medicine. Other occupations with potential exposure to infectious disease, such as tattoo artists, law enforcement, food service, corrections, fire service, childcare, and education, will benefit from the clear and concise discussions of the disease process, protection from communicable disease, and post-exposure protocols. Background information such as legal issues and the immune system provide a clear context regarding exposure and infectious diseases. The blend of fundamental infection control content and reference resources makes this tool perfect for use in an instructional setting or as a reference for anyone at risk of occupational exposure to infectious disease.

## SCIENCE FOR HEALTH CARE

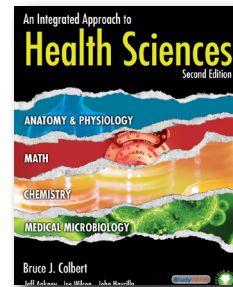
### AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E

Anatomy and Physiology, Math, Chemistry and Medical Microbiology

Bruce J. Colbert, *University of Pittsburgh at Johnstown*; Jeff Ankney; Joe Wilson; John Havrilla

© 2012, 448pp, Hardback, 9781435487642

### eBook



Unlike any other resource on the market, AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E takes an all-in-one approach to preparing learners for careers in the health care industry. The book identifies the four basic building blocks of

Health Sciences: anatomy and physiology, math, chemistry, and medical microbiology, and then presents them in the context of health professions. Medical terminology and physics concepts are also covered. Rich illustrations, theory, practical applications, and humorous anecdotes all join together to help learners connect with the material as they learn it, fostering increased retention and comprehension. As a result, learners will gain valuable knowledge while also getting access to an insider look at health careers through the book's professional profiles. Exercises and case studies complement the comprehensive coverage and sharpen critical thinking skills, making this a complete package for anyone aiming to develop a solid foundational knowledge in the health sciences. And although the textbook can stand alone, it has capabilities for enhancements with a rich array of extra resources that include videos, animations, interactive games, study questions and a workbook with activities.

# DENTAL ASSISTING / DENTAL HYGIENE

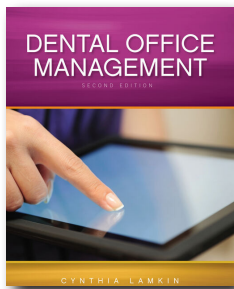
## DENTAL OFFICE MANAGEMENT

### DENTAL OFFICE MANAGEMENT, 2E

Cindy Lamkin

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#### eBook



Make a good first impression! The first dental professional a patient encounters is generally the front office staff. This interaction is key to promoting the practice and making the patient comfortable. DENTAL OFFICE MANAGEMENT

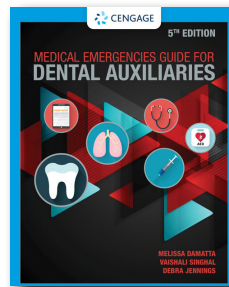
2E hones professionalism and improves efficiencies in managing the business aspects of dentistry. The various tasks associated with front office dental management are addressed in six sections: the business of dentistry, practice communications, clinical records management, business and financial records management, employment opportunities, and practice management software. Well-rounded and up-to-date with the latest technologies and trends, Dental Office Management is the only resource needed to achieve success in the dental office.

## DENTAL PROCEDURES & SKILLS

### MEDICAL EMERGENCIES GUIDE FOR DENTAL AUXILIARIES, 5E

Debra Jennings, DMD, Trident Technical College; Vaishali Singhal, Rutgers University School of Health Professions and Rutgers University Rutgers School of Dental Medicine; Debra Jennings, DMD, Trident Technical College

© 2022, 256pp, Paperback, 9780357456927



An ideal resource for dental assistants and hygienists, Damatta/Singhal/Jennings' MEDICAL EMERGENCIES GUIDE FOR DENTAL AUXILIARIES, 5th Edition, delivers up-to-date information and instruction for effectively handling the most common medical

emergencies that may occur in the dental office. It covers basic technical instruction, first-aid techniques, legal concerns, safety procedures, prescription management programs and more. Packed with full-color photos, the text's vibrant new design brings core concepts to life, boosts your comprehension and helps you think critically about key concepts. "Test Your Knowledge" boxes enable you to assess your progress, while case studies give you practice thinking through real-life scenarios you may encounter on the job. "Emergency Basics" boxes outline the sequence of steps for recognizing a medical emergency and provide action points to assist the patient.

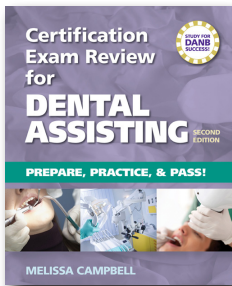
## EXAM REVIEW

### CERTIFICATION EXAM REVIEW FOR DENTAL ASSISTING: PREPARE, PRACTICE AND PASS!

Melissa D. Campbell, *San Joaquin Community College, Bakersfield, CA*

© 2017, 320pp, Paperback, 9781133282860

#### eBook



Designed around the Dental Assisting National Board (DANB) Examination blueprint, CERTIFICATION EXAM REVIEW FOR DENTAL ASSISTING, is the only review manual dental assistants need to pass their certification exams.

## REFERENCE

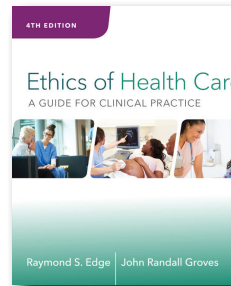
### ETHICS OF HEALTH CARE, 4E

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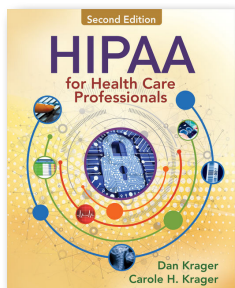
## SAFETY / COMPLIANCE / INFECTION CONTROL

### HIPAA FOR HEALTH CARE PROFESSIONALS, 2E

Dan Krager; Carole Krager, Olney Central College, Olney, IL

© 2018, 192pp, Paperback, 9781305946064

MindTap eBook



HIPAA FOR HEALTH CARE PROFESSIONALS, 2nd Edition, clearly explains the Health Insurance Portability and Accountability Act, including fundamentals, privacy, security, and common myths. This updated edition also shows you where and

how HIPAA affects health care and insurance through modifications to other related laws. Offered in an easy-to-follow format, the text includes examples, real-life scenarios, and optional interactive features to help you better understand important concepts, test that understanding, and prepare you for a rewarding career in health care.

## HEALTH CARE

### ANATOMY & PHYSIOLOGY

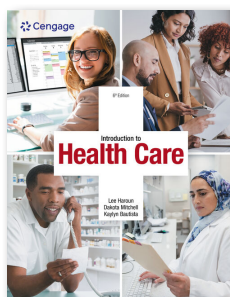
NEW EDITION

### INTRODUCTION TO HEALTH CARE

Haroun/Mitchell/Grammater

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Haroun/Mitchell/Grammater's INTRODUCTION TO HEALTH CARE, 6th Edition, provides a student-friendly introduction to the foundational skills necessary for a range of health care professions.

This trusted text offers a comprehensive yet highly accessible survey of both soft skills and basic clinical skills for those entering health care training programs or considering a career in health care. It emphasizes core competencies required by all health care professions, including communication, infection control and professionalism. Focusing on developing critical thinking skills, the text uses a five-step problem-solving model to teach students to think like health care professionals. The up-to-date 6th edition includes coverage of the opioid crisis, precision/personalized medicine, suicide prevention, health disparities and more. MindTap digital learning solution is also available.



**NEW EDITION**

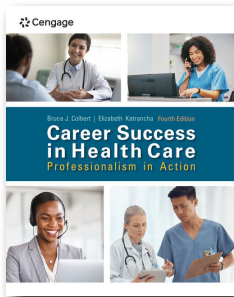
**CAREER SUCCESS IN HEALTH CARE, 4E**

Professionalism in Action

Colbert/Katrancha

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**MindTap**



Helping your students gain a competitive edge, Colbert/Katrancha's CAREER SUCCESS IN HEALTH CARE : PROFESSIONALISM IN ACTION, 4th Edition, emphasizes the vital importance of focusing on behavioral skills and

establishing a personal brand from "day one" of students' academic programs. With its hands-on, interactive format, this unique worktext helps students develop their interpersonal skills to achieve success within their programs, while seeking their first career positions and well beyond. Through interactive assessments, students evaluate their current behavioral and professionalism skills as well as develop effective action plans for improvement. Continuing the worktext's learner-friendly writing style, the 4th edition personally connects the material to students' individual life experiences.

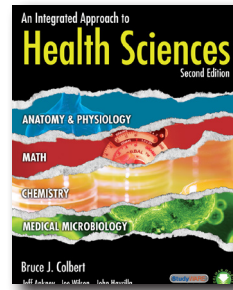
**AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E**

Anatomy and Physiology, Math, Chemistry and Medical Microbiology

Bruce J. Colbert, *University of Pittsburgh at Johnstown*; Jeff Ankney; Joe Wilson; John Havrilla

© 2012, 448pp, Hardback, 9781435487642

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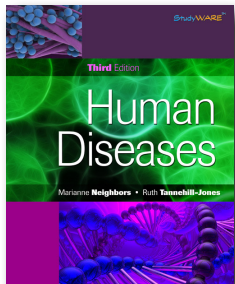
Health Sciences: anatomy and physiology, math, chemistry, and medical microbiology, and then presents them in the context of health professions. Medical terminology and physics concepts are also covered. Rich illustrations, theory, practical applications, and humorous anecdotes all join together to help learners connect with the material as they learn it, fostering increased retention and comprehension. As a result, learners will gain valuable knowledge while also getting access to an insider look at health careers through the book's professional profiles. Exercises and case studies complement the comprehensive coverage and sharpen critical thinking skills, making this a complete package for anyone aiming to develop a solid foundational knowledge in the health sciences. And although the textbook can stand alone, it has capabilities for enhancements with a rich array of extra resources that include videos, animations, interactive games, study questions and a workbook with activities.

## HUMAN DISEASES, 3E

Marianne Neighbors, University of Arkansas; Ruth Tannehill-Jones

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### eBook



Essential pathophysiology product for allied health learners organized in a body systems format with supplemental materials to support the learner and instructor.

## ATHLETIC TRAINING/SPORTS MEDICINE

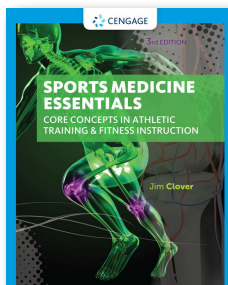
### SPORTS MEDICINE ESSENTIALS, 3E

Core Concepts in Athletic Training & Fitness Instruction (with Premium Web Site Printed Access Card 2 terms (12 months))

Jim Clover, California State University

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### MindTap eBook



Plan a future in Sports Medicine with SPORTS MEDICINE ESSENTIALS: CORE CONCEPTS IN ATHLETIC TRAINING & FITNESS INSTRUCTION, 3rd Edition! Designed to introduce you to the field and the growing number of career choices it offers, the

book covers fitness instruction, athletic training, exercise physiology, sports management, and even physical therapy. The full-color text walks you through all the essentials, such as fitness assessment, conditioning, emergency preparedness, injury management, therapeutic modalities, nutrition, ethical and legal considerations, and more. This unique hands-on book also asks you to perform realistic and essential job skills, such as taping injuries, researching sports medicine supplies and their costs, and even forming a mock safety committee to mitigate injury risks to athletes. SPORTS MEDICINE ESSENTIALS: CORE CONCEPTS IN ATHLETIC TRAINING & FITNESS INSTRUCTION, 3rd Edition gives you VIP access to the fast-paced world of Sports Medicine in both print and interactive eBook formats, and correlates all materials with the latest National Athletic Trainer's Association (NATA) standards.

## BASIC HEALTH SCIENCES

### ANATOMY & PHYSIOLOGY FOR HEALTH PROFESSIONS

*Jonathan Bubb, Jr., Mildred Elley College*

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#### MindTap



MindTap for Anatomy & Physiology for Health Professions, 1st Edition, helps you learn on your terms. **INSTANT ACCESS IN YOUR POCKET.** Take advantage of the Cengage Mobile App to learn on your terms. Read or listen to textbooks and study with

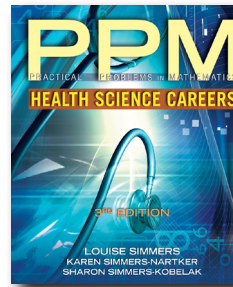
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### PRACTICAL PROBLEMS IN MATH FOR HEALTH SCIENCE CAREERS, 3E

*Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak*

© 2013, 368pp, Paperback, 9781111540388

#### eBook



PRACTICAL PROBLEMS IN MATHEMATICS FOR HEALTH SCIENCE CAREERS, 3RD EDITION familiarizes you with essential math processes using real-life examples and straightforward instruction. Using a word problem

format, this text starts you off with simple examples, and then progresses to complex paradigms at a comfortable pace. Plus, it focuses on the mathematical situations that you're likely to encounter in the health care field, including problems involving medications, intravenous solutions, and other emulsions. No matter which area of Allied Health you're interested in, updated and expanded Practical Problems In Mathematics For Health Science Careers, 3rd Edition is the resource you'll use for years to come.

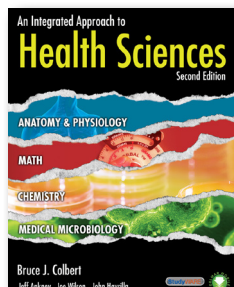
## AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E

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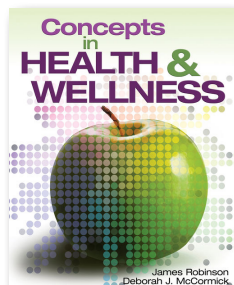
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## CONCEPTS IN HEALTH AND WELLNESS

*James Robinson III, Ed.D, FAAHE, New Mexico State University; Deborah J. McCormick, Ph.D., Northern Arizona University*

© 2011, 576pp, Paperback, 9781418055417



CONCEPTS IN HEALTH AND WELLNESS is an inviting and straightforward book that will provide you with essential personal health information you can use to develop a lifetime of wellness skills. It will help you develop the knowledge and motivation you need to

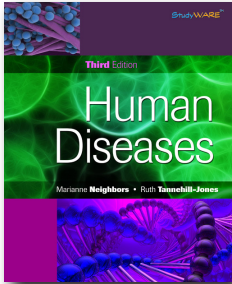
maintain wellness throughout adulthood and will provide you with meaningful literary support for class instruction. More importantly, this book will empower you with the skills to access credible health and wellness information now and in the years to come. Each chapter contains special features that enhance the textual material and engage the reader through application exercises.

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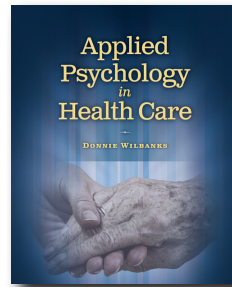
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## APPLIED PSYCHOLOGY IN HEALTH CARE

*Donnie J. Wilbanks*

© 2009, 176pp, Paperback, 9781418053482

### eBook



Applying the basics of psychology to provide caregivers with an understanding of the mental health of patients and themselves, *Applied Psychology in Health Care* prepares health care workers to effectively communicate and provide superior patient care. In its approach to human understanding, this book is a valuable resource to anyone involved in a helping relationship, as a helper or as a client. With 18 years of social work and counseling experience, the author brings a wealth of experience and offers proven skills that can be practiced and developed to enhance the provider's caretaking ability. Application sections present listening and communication skills for each area of specialization to improve health care at all levels.

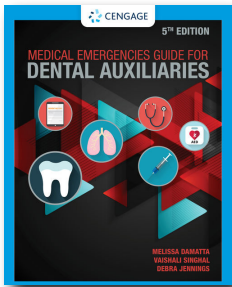
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## DENTAL ASSISTING

### MEDICAL EMERGENCIES GUIDE FOR DENTAL AUXILIARIES, 5E

*Debra Jennings, DMD, Trident Technical College; Vaishali Singhal, Rutgers University School of Health Professions and Rutgers University Rutgers School of Dental Medicine; Debra Jennings, DMD, Trident Technical College*

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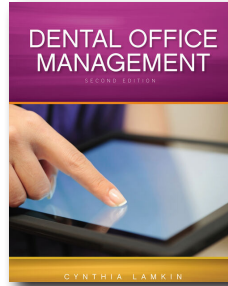
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#### eBook



Make a good first impression! The first dental professional a patient encounters is generally the front office staff. This interaction is key to promoting the practice and making the patient comfortable. **DENTAL OFFICE MANAGEMENT**

2E hones professionalism and improves efficiencies in managing the business aspects of dentistry. The various tasks associated with front office dental management are addressed in six sections: the business of dentistry, practice communications, clinical records management, business and financial records management, employment opportunities, and practice management software. Well-rounded and up-to-date with the latest technologies and trends, **Dental Office Management** is the only resource needed to achieve success in the dental office.

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## HEALTH EDUCATION

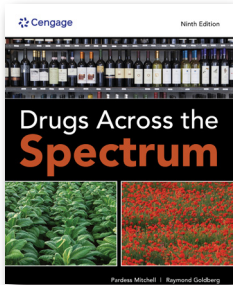
**NEW EDITION**

### DRUGS ACROSS THE SPECTRUM, 9E

*Raymond Goldberg, Harper College*

© 2024, 384pp, Paperback, 9780357852651

**eBook**



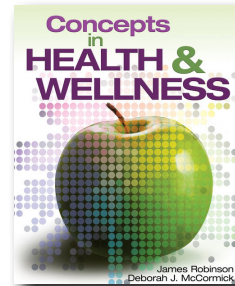
DRUGS ACROSS THE SPECTRUM invites you to examine the motivation for drug use, the social implications of drug use, legal ramifications, and factors affecting how drugs interact with the human body. The ninth edition

looks at the history and culture surrounding drug use and abuse, provides key information regarding specific types of drugs and reviews drug treatment, education and prevention approaches and programs. Using active learning features like “Fact or Fiction” and “Thinking Critically” questions, authors Goldberg and Mitchell help you understand the issues of drugs in society today.

### CONCEPTS IN HEALTH AND WELLNESS

*James Robinson III, Ed.D, FAAHE, New Mexico State University; Deborah J. McCormick, Ph.D., Northern Arizona University*

© 2011, 576pp, Paperback, 9781418055417



CONCEPTS IN HEALTH AND WELLNESS is an inviting and straightforward book that will provide you with essential personal health information you can use to develop a lifetime of wellness skills. It will help you develop the knowledge and motivation you need to

maintain wellness throughout adulthood and will provide you with meaningful literary support for class instruction. More importantly, this book will empower you with the skills to access credible health and wellness information now and in the years to come. Each chapter contains special features that enhance the textual material and engage the reader through application exercises.

## HEALTH INFORMATION MANAGEMENT

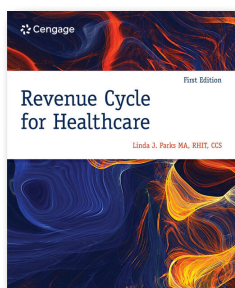
**NEW**

### REVENUE CYCLE FOR HEALTHCARE

*Linda Parks, Dakota State University, Associate Professor Emeritus*

© 2024, 560pp, Paperback, 9780357625514

### MindTap eBook



Gain an understanding of advanced topics in healthcare revenue cycle management and explore current issues impacting healthcare organization reimbursements with Parks' **REVENUE CYCLE FOR HEALTHCARE**. This book introduces you to the

various roles of HIM professionals beyond the traditional HIM department. You study measures of hospital performance, such as case mix and risk adjustment programs. You also examine important topics, such as clinical documentation integrity, physician queries, predictive analytics use in the revenue cycle, claims audits, denials and appeals and pay-for-performance. All content corresponds to the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) competencies. Enrichment activities and case studies give you a first-hand view of real-world experiences as you prepare for employment. MindTap digital resources are also available to reinforce your grasp of healthcare revenue cycle management.

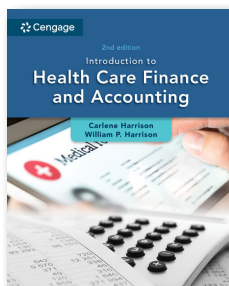
### NEW EDITION

### INTRODUCTION TO HEALTH CARE FINANCE AND ACCOUNTING, 2E

*Carlene Harrison, Hodges University; William P. Harrison; Carol Taylor, Ultimate Medical Academy (UMA)*

© 2024, 288pp, Hardback, 9780357622049

### MindTap eBook



Gain a thorough understanding of the business side of health care with the practical approach in Harrison/Harrison/Taylor's **INTRODUCTION TO HEALTH CARE FINANCE AND ACCOUNTING, 2E**. This health care finance book is specifically designed

for readers with little or no accounting or finance background. The latest discussions detail cost reimbursement programs, economic factors driving the rising costs of medical services and health care reform -- from the Patient Protection and Affordable Care Act of 2010 through future trends. Health care-related examples show you the importance of what you're learning as you study the basics of health care accounting and finance, from accounting fundamentals, operating the cash drawer and bank reconciliation through more complex issues of cash management, budgeting and variance analysis and revenue cycle management. Engaging case scenarios, helpful learning features and optional MindTap digital further reinforce what you learn.

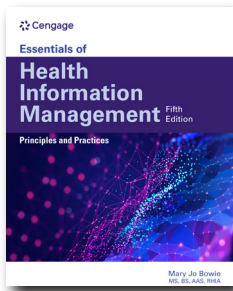


**NEW EDITION****ESSENTIALS OF HEALTH INFORMATION MANAGEMENT, 5E**

Principles and Practices

*Mary Jo Bowie*

© 2023, 416pp, Paperback, 9780357624258

**MindTap**

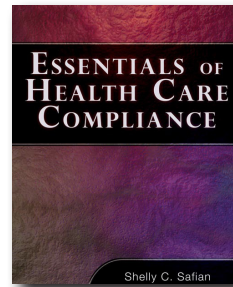
**ESSENTIALS OF HEALTH INFORMATION MANAGEMENT : PRINCIPLES AND PRACTICES**, Fifth Edition, gives you a thorough introduction to fundamental Health Information Management concepts you'll need to understand as

an allied health professional. Learning objectives are correlated and mapped to current CAHIIM curriculum standards, and each chapter includes key terms, assessments and case studies to help you learn and apply important concepts. Updated and expanded to reflect key industry trends, legal and regulatory developments and advances in technology, the Fifth Edition features new content on information systems, data management and security, ethics and cultural diversity and cultural competence, as well as timely resources related to telehealth and telemedicine. In addition, the product suite includes a variety of print and digital options to help you learn the way that's best for you.

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**ESSENTIALS OF HEALTHCARE COMPLIANCE***Shelley C. Safian*

© 2010, 448pp, Paperback, 9781418049218

**eBook**

Essentials of Health Care Compliance provides you with the knowledge and skills necessary to understand how a formal compliance program is implemented at a health care facility. Managing several staff members and keeping a health care

practice compliant with federal, state, and local statutes and regulations is a challenging job. Real-world examples and the author's hands-on approach will help you visualize yourself on-the-job, using the knowledge you have gained from this book to meet these challenges.

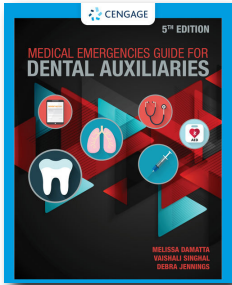
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## HEALTH OCCUPATIONS

### MEDICAL EMERGENCIES GUIDE FOR DENTAL AUXILIARIES, 5E

*Debra Jennings, DMD, Trident Technical College; Vaishali Singhal, Rutgers University School of Health Professions and Rutgers University Rutgers School of Dental Medicine; Debra Jennings, DMD, Trident Technical College*

© 2022, 256pp, Paperback, 9780357456927



An ideal resource for dental assistants and hygienists, Damatta/Singhal/Jennings' **MEDICAL EMERGENCIES GUIDE FOR DENTAL AUXILIARIES**, 5th Edition, delivers up-to-date information and instruction for effectively handling the most common medical

emergencies that may occur in the dental office. It covers basic technical instruction, first-aid techniques, legal concerns, safety procedures, prescription management programs and more. Packed with full-color photos, the text's vibrant new design brings core concepts to life, boosts your comprehension and helps you think critically about key concepts. "Test Your Knowledge" boxes enable you to assess your progress, while case studies give you practice thinking through real-life scenarios you may encounter on the job. "Emergency Basics" boxes outline the sequence of steps for recognizing a medical emergency and provide action points to assist the patient.

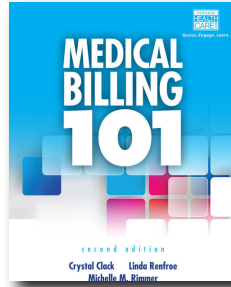
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### MEDICAL BILLING 101, 2E

*Michelle M. Rimmer, CHI; Linda Renfro, Instructor, Tacoma Community College, Tacoma, Washington; Michelle M. Rimmer, CHI*

© 2016, 272pp, Paperback, 9781133936749

### MindTap eBook



Learn the basics of physician-based medical billing with **MEDICAL BILLING 101, 2E**. Clear and practical guidelines introduce you to the job responsibilities and basic processes in the medical billing world. Case studies and software tools like

SimClaim™ CMS-1500 software offer you practice on actual forms to build confidence and understanding of the reimbursement process. This easy-to-use guide starts you off on the right path as you begin your journey to becoming a medical billing professional.

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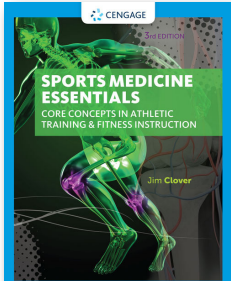
## SPORTS MEDICINE ESSENTIALS, 3E

Core Concepts in Athletic Training & Fitness Instruction  
(with Premium Web Site Printed Access Card 2 terms  
(12 months))

*Jim Clover, California State University*

© 2016, 768pp, Hardback, 9781133281245

### MindTap eBook



Plan a future in Sports Medicine with **SPORTS MEDICINE ESSENTIALS: CORE CONCEPTS IN ATHLETIC TRAINING & FITNESS INSTRUCTION, 3rd Edition!** Designed to introduce you to the field and the growing number of career choices it offers, the

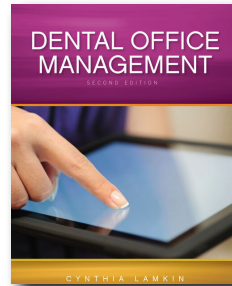
book covers fitness instruction, athletic training, exercise physiology, sports management, and even physical therapy. The full-color text walks you through all the essentials, such as fitness assessment, conditioning, emergency preparedness, injury management, therapeutic modalities, nutrition, ethical and legal considerations, and more. This unique hands-on book also asks you to perform realistic and essential job skills, such as taping injuries, researching sports medicine supplies and their costs, and even forming a mock safety committee to mitigate injury risks to athletes. **SPORTS MEDICINE ESSENTIALS: CORE CONCEPTS IN ATHLETIC TRAINING & FITNESS INSTRUCTION, 3rd Edition** gives you VIP access to the fast-paced world of Sports Medicine in both print and interactive eBook formats, and correlates all materials with the latest National Athletic Trainer's Association (NATA) standards.

## DENTAL OFFICE MANAGEMENT, 2E

*Cindy Lamkin*

© 2015, 448pp, Paperback, 9781285089447

### eBook



Make a good first impression! The first dental professional a patient encounters is generally the front office staff. This interaction is key to promoting the practice and making the patient comfortable. **DENTAL OFFICE MANAGEMENT**

**2E** hones professionalism and improves efficiencies in managing the business aspects of dentistry. The various tasks associated with front office dental management are addressed in six sections: the business of dentistry, practice communications, clinical records management, business and financial records management, employment opportunities, and practice management software. Well-rounded and up-to-date with the latest technologies and trends, **Dental Office Management** is the only resource needed to achieve success in the dental office.

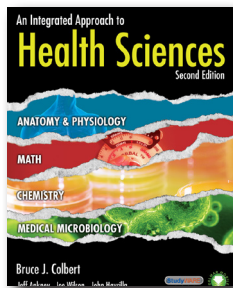
## AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E

Anatomy and Physiology, Math, Chemistry and Medical Microbiology

*Bruce J. Colbert, University of Pittsburgh at Johnstown; Jeff Ankney; Joe Wilson; John Havrilla*

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### eBook



Unlike any other resource on the market, AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E takes an all-in-one approach to preparing learners for careers in the health care industry. The book identifies the four basic building blocks of

Health Sciences: anatomy and physiology, math, chemistry, and medical microbiology, and then presents them in the context of health professions. Medical terminology and physics concepts are also covered. Rich illustrations, theory, practical applications, and humorous anecdotes all join together to help learners connect with the material as they learn it, fostering increased retention and comprehension. As a result, learners will gain valuable knowledge while also getting access to an insider look at health careers through the book's professional profiles. Exercises and case studies complement the comprehensive coverage and sharpen critical thinking skills, making this a complete package for anyone aiming to develop a solid foundational knowledge in the health sciences. And although the textbook can stand alone, it has capabilities for enhancements with a rich array of extra resources that include videos, animations, interactive games, study questions and a workbook with activities.

## HUMAN DISEASES, 3E

*Marianne Neighbors, University of Arkansas; Ruth Tannehill-Jones*

© 2010, 544pp, Paperback, 9781435427518

### eBook



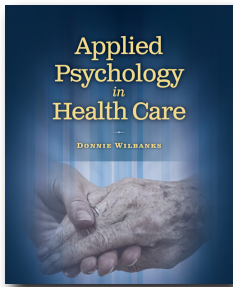
Essential pathophysiology product for allied health learners organized in a body systems format with supplemental materials to support the learner and instructor.

## APPLIED PSYCHOLOGY IN HEALTH CARE

Donnie J. Wilbanks

© 2009, 176pp, Paperback, 9781418053482

### eBook



Applying the basics of psychology to provide caregivers with an understanding of the mental health of patients and themselves, Applied Psychology in Health Care prepares health care workers to effectively communicate and provide

superior patient care. In its approach to human understanding, this book is a valuable resource to anyone involved in a helping relationship, as a helper or as a client. With 18 years of social work and counseling experience, the author brings a wealth of experience and offers proven skills that can be practiced and developed to enhance the provider's caretaking ability. Application sections present listening and communication skills for each area of specialization to improve health care at all levels.

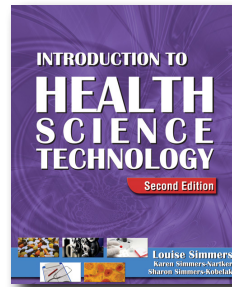
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## INTRODUCTION TO HEALTH SCIENCE TECHNOLOGY, 2E

Louise Simmers

© 2009, 656pp, Hardback, 9781418021221

### eBook



Based on the best-selling Diversified Health Occupations, Introduction to Health Science Technology provides the health science technology student with basic entry level knowledge required for a variety of health care careers, including medical

terminology, basic anatomy and physiology, computer training, leadership, team building skills and in-depth medical math. It is also a highly practical resource that covers the core information needed to pursue a career in health care, from an introduction to the health care industry to descriptions of health-related careers to legal and ethical responsibilities of health care workers. Carefully revised with new photos throughout, the second edition includes updated information on the Food Guide Pyramid, infection control information, standards for blood pressure that concur with AMA and AHA recommendations, and much more.

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## HEALTH SERVICE ADMINISTRATION

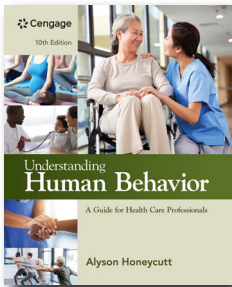
### NEW EDITION

#### UNDERSTANDING HUMAN BEHAVIOR: A GUIDE FOR HEALTH CARE PROFESSIONALS, 10E

Alyson Honeycutt

© 2024, 352pp, Paperback, 9780357618608

### MindTap eBook



Inspiring your future as a health care professional, Honeycutt's UNDERSTANDING HUMAN BEHAVIOR, 10th Edition, delivers reliable, practical information that equips you with a solid understanding of basic psychological and

behavioral concepts from a health care perspective. Updated with the latest industry trends and examples, it streamlines coverage spanning a wide, useful range of important mental health topics -- and their implications for you as a health care professional. It includes updated coverage of cultural bias and competence; developmental disorders; trauma-informed care; drug use in the U.S.; alternative, complementary and integrative medicine; stress-management and much more. This powerful resource presents both client and caregiver perspectives, exploring the behaviors, emotions and coping mechanisms you may encounter in a variety of health care situations and settings. Practical examples and activities help you apply what you learn to real-world scenarios.

### NEW EDITION

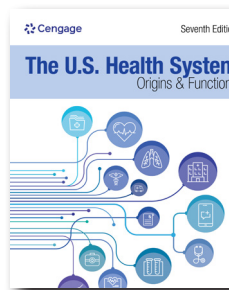
#### THE U.S. HEALTH SYSTEM: ORIGINS AND FUNCTIONS, 7E

Origins and Functions

Camille K. Barsukiewicz, Ph.D., University of Memphis, Memphis, Tennessee; Camille K. Barsukiewicz, Ph.D., University of Memphis, Memphis, Tennessee; Norma K. Raffel; Marshall W. Raffel, Ph.D., Pennsylvania State University, University Park, Pennsylvania

© 2024, 256pp, Paperback, 9780357621943

### MindTap



Examine the delivery of health care in United States (U.S.) using the unique systems approach in THE U.S. HEALTH SYSTEM: ORIGINS AND FUNCTIONS, 7E. This edition establishes a meaningful historic context for modern health care that

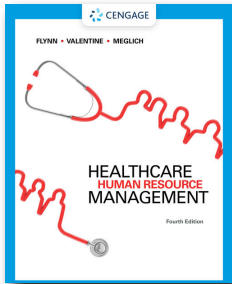
clearly shows how the U.S. system has developed and continues to change. You review major systems that determine health care costs, access and quality and learn about key stakeholders, such as patients and families, nurses, physicians, payer and policymakers. You examine processes for reimbursement and policy change, while updates address issues such as health care reform, technology, the COVID-19 pandemic, the opioid crisis and challenges for rural patients. You also study social determinates and their influence on population health. Discussions focus on ethics, policy, reform, equity and inclusion and activity-based learning encourages research and first-hand interviews. MindTap digital resources are also available to strengthen your understanding.

## HEALTHCARE HUMAN RESOURCE MANAGEMENT, 4E

Walter J. Flynn, *Saint Mary's University of Minnesota*; Sean Valentine, *University of North Dakota*; Patricia Meglich, *University of Nebraska at Omaha*

© 2022, 448pp, Hardback, 9780357512449

### eBook



Master the unique aspects of healthcare HRM that are most relevant to your success with Flynn/Valentine/Meglich's **HEALTHCARE HUMAN RESOURCE MANAGEMENT, 4E**. This edition's focused, specialized approach is

ideal -- whether you are preparing to work in healthcare or are currently a healthcare practitioner, consultant and managerial professional seeking to advance. This distinctive approach provides the most current, topical information on healthcare management in today's ever-changing industry. The latest organizational examples, scenarios and illustrations keep you ahead of the curve, while thorough discussions explore the rising demand for healthcare professionals against the backdrop of worker shortages and the continuing national debate on healthcare reform. Equip yourself with best practices as this edition examines how challenges, such as the COVID-19 pandemic response, drug and alcohol use by healthcare employees and medical errors, impact HR function.

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## HEALTH SERVICES RESEARCH METHODS, 3E

Leiyu Shi, PH, MBA, *Johns Hopkins University*

© 2020, 480pp, Hardback, 9781133949671

### MindTap eBook



Solve the big problems in health services delivery with **Health Services Research Methods, 3rd Edition!** This easy-to-follow text balances classic research methods with the newest approaches to improve service delivery and management in health care settings. To support

you every step of the way, chapters cover the groundwork first, then follow with the ins and outs of research—from identifying issues and designing the research study to data sampling and statistical analysis. You'll even discover how to apply research findings in ways that make health services organizations run more efficiently. Designed for your success, this text also includes research tools, plenty of examples and illustrations, skills-based practice problems and optional MindTap digital resources for learning on your own terms.

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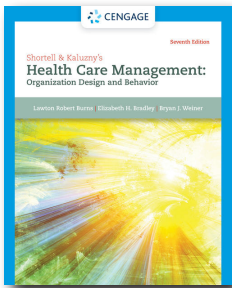
## SHORTELL & KALUZNY'S HEALTH CARE MANAGEMENT, 7E

Organization Design and Behavior

*Lawton Burns, Wharton School, University of Pennsylvania; Elizabeth Bradley, Vassar College; Bryan Weiner, Yale School of Public Health*

© 2020, 496pp, Hardback, 9781305951174

### MindTap eBook



Confidence. Leadership skills. Insights from health care pros. To manage health care organizations, you need it all. SHORTELL AND KALUZNY'S HEALTH CARE MANAGEMENT: ORGANIZATION DESIGN AND BEHAVIOR was written by a "who's who" of

experts to prepare you to lead in the modern age. Exposing the issues health care organizations face every day, the authors challenge you to step up, take a position, and act using the skills you're building in your course. This book also packs the newest research, public policies, government regulations, payment models, key procedures and more into every page -- so you're ready to take charge of the situation no matter what comes your way.

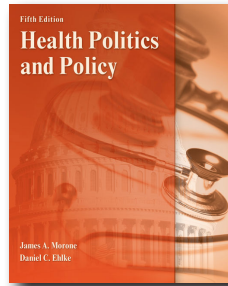
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## HEALTH POLITICS AND POLICY, 5E

*James A. Morone, Brown University; Dan Ehlke, State University of New York Downstate Medical Center*

© 2015, 624pp, Hardback, 9781111644154

### MindTap eBook



HEALTH POLITICS AND POLICY, 5th Edition walks you through the inner workings of health care policymaking, from the legislative process to socioeconomic impacts, and reveals both modern and historical perspectives in exciting detail. A collection

of writings by some of today's sharpest political minds and policy-makers, the book explores factors that shape the U.S. health care system and policy, such as values, government, and private players, and compares them to other countries for international context. Helpful learning features throughout include review questions and problems, supporting tables and graphs, and special "Consider This" essays that bolster chapter concepts. In an environment of ever-changing policies and politics, the new edition seamlessly integrates themes of the past and present-day dilemmas with a look to the future of health care politics in America.

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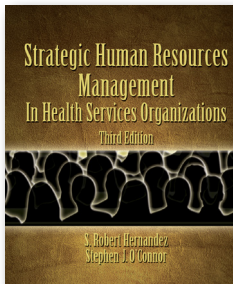


## STRATEGIC HUMAN RESOURCES MANAGEMENT IN HEALTH SERVICES ORGANIZATIONS, 3E

S. Robert Hernandez

© 2010, 592pp, Hardback, 9780766835405

### eBook



The third edition of Strategic Human Resources Management In Health Services Organizations articulates the links that exist among strategy, organizational design and behavior, and human resources management: It not only describes human

resources functions within organizations but also provides a model of major organizational components that shape the human resources options available for health services managers.

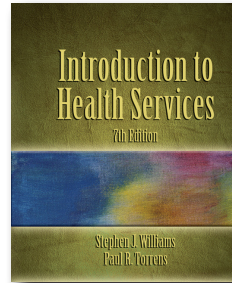
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## INTRODUCTION TO HEALTH SERVICES, 7E

Stephen J. Williams, San Diego State University; Paul R. Torrens, University of California San Diego

© 2008, 504pp, Hardback, 9781418012892

### eBook



The seventh edition of Introduction to Health Services builds upon its reputation as a classic book written by nationally recognized authors. This new edition addresses the increasing pressure to improve the efficiency of the nation's health care system

and to provide an adequate level of health care for all Americans. The seventh edition reflects the revolutionary changes in the practice of clinical medicine, government policy, information technology, and health care cost containment. In-depth information in the areas of health care finance, health care access, managed care, and insurance and home health is also provided. Research and statistics throughout make this book the premier reference for understanding all the services that compose the health care landscape.

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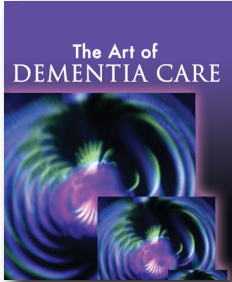
## HOME HEALTH AIDE

### THE ART OF DEMENTIA CARE

*Daniel Kuhn; Jane Verity*

© 2008, 96pp, Paperback, 9781401899516

#### eBook



The Art of Dementia Care is a practical guide intended for all who provide support, encouragement and care for people with dementia. Using a relationship model of care, you will learn how you can make a positive difference in the lives of those with dementia.

Discussion and examples will challenge you to reflect on your attitude and behavior towards people with dementia and teach you to provide thoughtful care to each person in your care. The authors draw upon examples from common clinical situations to highlight how to practice the art of dementia care through the recognition of the limits of people with dementia and the promotion of their strengths and abilities. Ultimately, the quality of the care you provide can greatly affect the quality of life the person with dementia will experience. The Art of Dementia Care will set you on the path to thoughtful and meaningful care.

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## MATH

### PRACTICAL PROBLEMS IN MATH FOR HEALTH SCIENCE CAREERS, 3E

*Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak*

© 2013, 368pp, Paperback, 9781111540388

#### eBook



PRACTICAL PROBLEMS IN MATHEMATICS FOR HEALTH SCIENCE CAREERS, 3RD EDITION familiarizes you with essential math processes using real-life examples and straightforward instruction. Using a word problem format, this text starts you

off with simple examples, and then progresses to complex paradigms at a comfortable pace. Plus, it focuses on the mathematical situations that you're likely to encounter in the health care field, including problems involving medications, intravenous solutions, and other emulsions. No matter which area of Allied Health you're interested in, updated and expanded Practical Problems In Mathematics For Health Science Careers, 3rd Edition is the resource you'll use for years to come.

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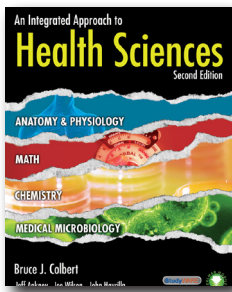
## AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E

Anatomy and Physiology, Math, Chemistry and Medical Microbiology

*Bruce J. Colbert, University of Pittsburgh at Johnstown; Jeff Ankney; Joe Wilson; John Havrilla*

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Health Sciences: anatomy and physiology, math, chemistry, and medical microbiology, and then presents them in the context of health professions. Medical terminology and physics concepts are also covered. Rich illustrations, theory, practical applications, and humorous anecdotes all join together to help learners connect with the material as they learn it, fostering increased retention and comprehension. As a result, learners will gain valuable knowledge while also getting access to an insider look at health careers through the book's professional profiles. Exercises and case studies complement the comprehensive coverage and sharpen critical thinking skills, making this a complete package for anyone aiming to develop a solid foundational knowledge in the health sciences. And although the textbook can stand alone, it has capabilities for enhancements with a rich array of extra resources that include videos, animations, interactive games, study questions and a workbook with activities.

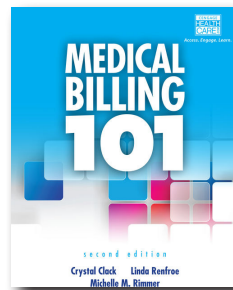
## MEDICAL ASSISTING

### MEDICAL BILLING 101, 2E

*Michelle M. Rimmer, CHI; Linda Renfro, Instructor, Tacoma Community College, Tacoma, Washington; Michelle M. Rimmer, CHI*

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### MindTap eBook



Learn the basics of physician-based medical billing with MEDICAL BILLING 101, 2E. Clear and practical guidelines introduce you to the job responsibilities and basic processes in the medical billing world. Case studies and software tools like

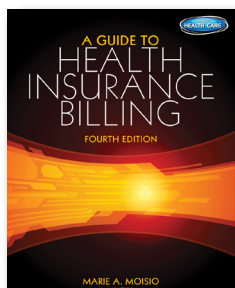
SimClaim™ CMS-1500 software offer you practice on actual forms to build confidence and understanding of the reimbursement process. This easy-to-use guide starts you off on the right path as you begin your journey to becoming a medical billing professional.

## A GUIDE TO HEALTH INSURANCE BILLING, 4E

Marie A. Moisis, MA, RHIA, Northern Michigan University (Emerita)

© 2014, 640pp, Paperback, 9781285193588

### eBook



Prepare for career success with this trusted introduction to the world of health insurance billing and the dynamic, growing field of health information management. *A GUIDE TO HEALTH INSURANCE BILLING*, Fourth Edition, provides a thorough,

practical overview of key principles and current practices, from patient registration to claims submission. Now updated to reflect the latest trends, technology, terminology, legal and regulatory guidelines, and coding systems—including ICD-10—the new edition also features a dynamic full-color layout. The text also includes abundant exercises, examples, case studies, and activities focused on real-world applications, including step-by-step procedures for generating, processing, and submitting health insurance claims to commercial, private, and government insurance programs. An access code for SimClaim interactive online billing software is also provided; this program puts your skills to the test with case studies that require form completion.

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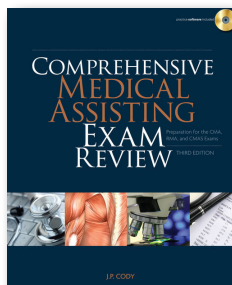
## COMPREHENSIVE MEDICAL ASSISTING EXAM REVIEW, 3E

Preparation for the CMA, RMA and CMAS Exams

J. P. Cody, College of Southern Maryland

© 2011, 512pp, Paperback, 9781435499140

### eBook



Prepare for the CMA, RMA, or CMAS certification examination with *COMPREHENSIVE MEDICAL ASSISTING EXAM REVIEW*, Third Edition. The book includes test information and preparation sections, review content on general,

administrative, and clinical topics, and pre- and post-test exams for each test type. The new edition conforms to the latest content outlines from the AAMA and AMT. The accompanying CD-ROM includes over 1,600 questions and is fully customizable for individual study needs. Delmar is a part of Cengage Learning.

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## MEDICAL INSURANCE & CODING

### NEW EDITION

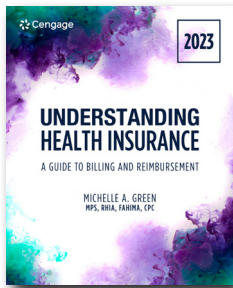
## UNDERSTANDING HEALTH INSURANCE, 18E

A guide to billing and reimbursement, 2023 edition

Michelle A. Green

© 2024, 704pp, Paperback, 9780357764060

### MindTap eBook



Strengthen your skills and develop a solid foundation for professional success with Green's **UNDERSTANDING HEALTH INSURANCE: A GUIDE TO BILLING AND REIMBURSEMENT, 2023 Edition**. This reader-friendly, comprehensive resource

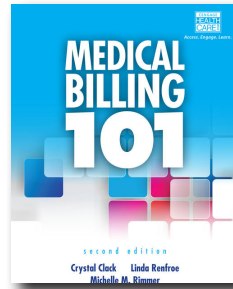
provides a practical, up-to-date guide to current medical code sets and coding guidelines, preparing you to assign ICD-10-CM, CPT® and HCPCS Level II 2023 codes; complete health insurance claims; and master key revenue management concepts. You'll focus on important topics such as managed care, legal and regulatory issues, coding systems and compliance, reimbursement methods, clinical documentation improvement, coding for medical necessity and common health insurance plans. The current edition introduces the MIPS Value Pathways; explains major changes for selecting codes in the CPT 2023 evaluation and management section; and clarifies key health insurance concepts such as risk adjustments, hierarchical condition category coding, patient portals, balance billing, coordination.

## MEDICAL BILLING 101, 2E

Michelle M. Rimmer, CHI; Linda Renfro, Instructor, Tacoma Community College, Tacoma, Washington; Michelle M. Rimmer, CHI

© 2016, 272pp, Paperback, 9781133936749

### MindTap eBook



Learn the basics of physician-based medical billing with **MEDICAL BILLING 101, 2E**. Clear and practical guidelines introduce you to the job responsibilities and basic processes in the medical billing world. Case studies and software tools like

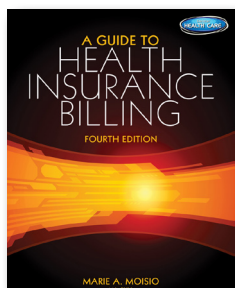
SimClaim™ CMS-1500 software offer you practice on actual forms to build confidence and understanding of the reimbursement process. This easy-to-use guide starts you off on the right path as you begin your journey to becoming a medical billing professional.

## A GUIDE TO HEALTH INSURANCE BILLING, 4E

Marie A. Moisis, MA, RHIA, Northern Michigan University (Emerita)

© 2014, 640pp, Paperback, 9781285193588

### eBook



Prepare for career success with this trusted introduction to the world of health insurance billing and the dynamic, growing field of health information management. *A Guide to Health Insurance Billing, Fourth Edition*, provides a thorough,

practical overview of key principles and current practices, from patient registration to claims submission. Now updated to reflect the latest trends, technology, terminology, legal and regulatory guidelines, and coding systems—including ICD-10—the new edition also features a dynamic full-color layout. The text also includes abundant exercises, examples, case studies, and activities focused on real-world applications, including step-by-step procedures for generating, processing, and submitting health insurance claims to commercial, private, and government insurance programs. An access code for SimClaim interactive online billing software is also provided; this program puts your skills to the test with case studies that require form completion.

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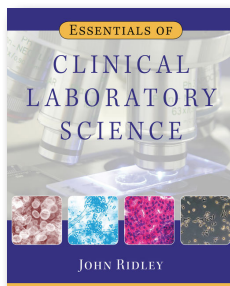
## MEDICAL LAB TECHNICIAN

## ESSENTIALS OF CLINICAL LABORATORY SCIENCE

John Ridley

© 2011, 481pp, Paperback, 9781435448148

### eBook



Guide and organize the evolution of your clinical laboratory students from beginners into effective professionals by giving them this invaluable resource, *Essentials of Clinical Laboratory Science*. This text fosters critical thinking beyond just the

basic procedures, creating a thorough awareness of the clinical laboratory responsibilities that students will have to themselves, to their patients, and to the facilities where they work. Coverage includes the organization of health care facilities, the laws and regulations that govern them, and common tasks and responsibilities for the numerous professional categories that comprise the health care industry. Safety for the laboratory employee, the patients, and the visitors are explained in detail. With an emphasis on efficiency, accuracy, and professionalism, this book serves up the essential ingredients for a holistic approach to laboratory science that augments the diagnosis and treatment of all patients.

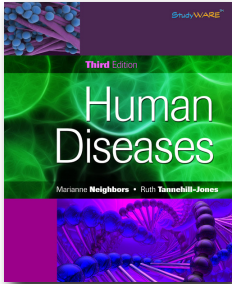
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## HUMAN DISEASES, 3E

Marianne Neighbors, University of Arkansas; Ruth Tannehill-Jones

© 2010, 544pp, Paperback, 9781435427518

**eBook**



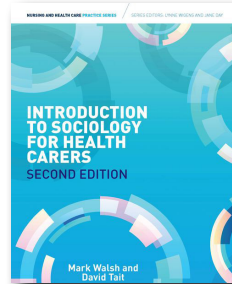
Essential pathophysiology product for allied health learners organized in a body systems format with supplemental materials to support the learner and instructor.

## MEDICAL REFERENCE

### INTRODUCTION TO SOCIOLOGY FOR HEALTH CARERS, 2E

Mark Walsh, Open University, UK; David Tait, Lecturer at Edinburgh Napier University

© 2014, 160pp, Paperback, 9781408075050



Now in its second edition, An Introduction to Sociology for Health Carers provides an accessible grounding for all nursing and health care students who have little previous experience of studying Sociology but who, within their first year courses, need to quickly

develop sociological thinking skills and knowledge that they can apply to their own care practice. As a discipline, Sociology focuses on how human lives are socially structured and organised, and on the ways in which everyday experiences are made meaningful – a crucial underpinning of health and social care theory and practice. This engaging text introduces basic sociological concepts and techniques and encourages all health care students to make the most of their experiences in the practice environment, learning from these, and becoming a reflective, sociologically-informed practitioner.

## MEDICAL TERMINOLOGY

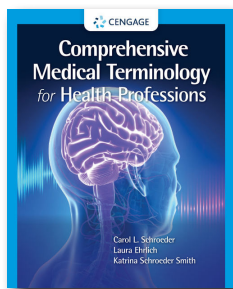
**NEW**

### COMPREHENSIVE MEDICAL TERMINOLOGY FOR HEALTH PROFESSIONS

*Ann Ehrlich, Goddard College; Laura Ehrlich, University of Rochester School of Nursing; Laura Ehrlich, University of Rochester School of Nursing; Ann Ehrlich, Goddard College*

© 2023, 1222pp, Paperback, 9780357512630

### MindTap eBook



Building on the best-selling MEDICAL TERMINOLOGY FOR HEALTH PROFESSIONS series, this comprehensive text is designed to help students with no healthcare background achieve deep competence in medical terminology. In addition to

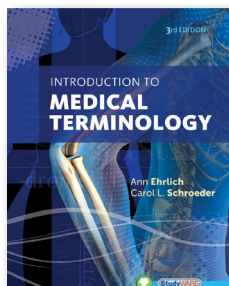
14 in-depth chapters on body systems and a unit on diagnostic procedures and nuclear medicine, the text includes chapters dedicated to key specialty areas, including mental health, infant and child health, gerontology, oncology and pharmacology. With a time-tested chapter and learning exercise structure that has made the series a leader for over 30 years, this reader-friendly new resource features streamlined content, contemporary illustrations and real-world examples to help make even complex material accessible to students with varied learning styles, as well as ESL learners. Each chapter begins with a vocabulary list of 60 key terms and 15 essential word parts. Terms are pronounced in MindTap as they appear, and the Pronounce app features innovative voice recognition software that allows you to record your pronunciations and receive immediate feedback. Application-based activities give you practice with critical skills such as term dissection and word-building in a real-world context, providing valuable exposure to a variety of medical reports.

### INTRODUCTION TO MEDICAL TERMINOLOGY, 3E

*Ann Ehrlich, Goddard College; Carol L. Schroeder, University of Wisconsin*

© 2015, 480pp, Hardback, 9781133951742

### MindTap eBook



Designed for the beginning health care student, INTRODUCTION TO MEDICAL TERMINOLOGY 3E simplifies the process of learning hundreds of complex medical terms. The See and Say pronunciation system makes pronouncing unfamiliar terms easy.

Because word parts are integral to learning medical terminology, mastery of these “building blocks” is emphasized in every chapter. Organized by body system, chapters begin with an overview of the structures and functions of that system so you can relate these to the specialties, pathology, diagnostic, and treatment procedures that follow. A workbook offers word part and comprehensive medical terminology reviews, flashcards, and learning exercises in a variety of formats that require written answers.



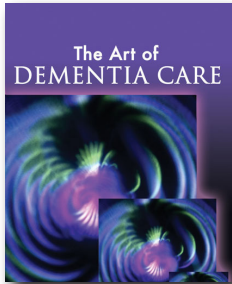
## NURSING ASSISTING

### THE ART OF DEMENTIA CARE

*Daniel Kuhn; Jane Verity*

© 2008, 96pp, Paperback, 9781401899516

#### eBook



The Art of Dementia Care is a practical guide intended for all who provide support, encouragement and care for people with dementia. Using a relationship model of care, you will learn how you can make a positive difference in the lives of those with dementia.

Discussion and examples will challenge you to reflect on your attitude and behavior towards people with dementia and teach you to provide thoughtful care to each person in your care. The authors draw upon examples from common clinical situations to highlight how to practice the art of dementia care through the recognition of the limits of people with dementia and the promotion of their strengths and abilities. Ultimately, the quality of the care you provide can greatly affect the quality of life the person with dementia will experience. The Art of Dementia Care will set you on the path to thoughtful and meaningful care.

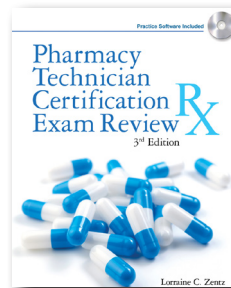
## PHARMACOLOGY/DRUG REFERENCE

### PHARMACY TECHNICIAN CERTIFICATION EXAM REVIEW, 3E

*Lorraine C. Zentz*

© 2012, 608pp, Paperback, 9781428320628

#### eBook



PHARMACY TECHNICIAN CERTIFICATION EXAM REVIEW, 3E is a comprehensive, all inclusive study tool to help prepare your students to become certified pharmacy technicians on a national level. This book mirrors content covered on the

Pharmacy Technician Certification Exam (PTCE) and provides both exam content review and practice opportunities in a variety of formats. Ideal for review courses and for individual study, this book is a must-have tool for anyone preparing to take the PTCB and ExCPT exams. Sections are structured to help your students focus on critical topic areas outlined by the Pharmacy Technician Certification Board; including 14 chapters specifically on mathematics with examples and end-of-chapter review questions. This new edition also includes greatly expanded chapters on pharmacology, updated end-of-chapter practice questions, two cumulative tests at the end of the book, and solutions to all chapter review questions and practice exams. For even more practice, the back-of-book CD offers 600 additional review questions to create timed exams that simulate the actual PTCE!

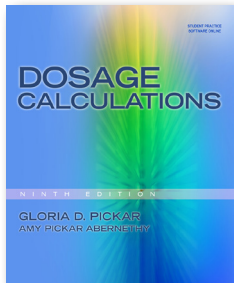
## PHARMACY TECHNICIAN

### DOSAGE CALCULATIONS, 9E

Gloria D. Pickar, RN, EdD; Amy Pickar Abernethy, MD, Duke University

© 2013, 592pp, Paperback, 9781111319595

#### eBook



Best-selling **DOSAGE CALCULATIONS**, 9th Edition features the three-step approach to basic and advanced Formula Method calculations that nursing and other health care professionals prefer, along with a reader-friendly writing style and handy “work text”

format. In addition to easing readers into the math with a thorough review, the book uses a logic-based process to build confidence and limit anxiety. Featuring full-color images of drug labels, critical thinking assessments, and extensive clinical examples, **DOSAGE CALCULATIONS**, 9th Edition provides the skills needed to master dosage calculations in any clinical setting!

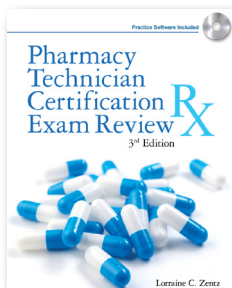
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### PHARMACY TECHNICIAN CERTIFICATION EXAM REVIEW, 3E

Lorraine C. Zentz

© 2012, 608pp, Paperback, 9781428320628

#### eBook



**PHARMACY TECHNICIAN CERTIFICATION EXAM REVIEW**, 3E is a comprehensive, all-inclusive study tool to help prepare your students to become certified pharmacy technicians on a national level. This book mirrors content covered on the

Pharmacy Technician Certification Exam (PTCE) and provides both exam content review and practice opportunities in a variety of formats. Ideal for review courses and for individual study, this book is a must-have tool for anyone preparing to take the PTCE and ExCPT exams. Sections are structured to help your students focus on critical topic areas outlined by the Pharmacy Technician Certification Board; including 14 chapters specifically on mathematics with examples and end-of-chapter review questions. This new edition also includes greatly expanded chapters on pharmacology, updated end-of-chapter practice questions, two cumulative tests at the end of the book, and solutions to all chapter review questions and practice exams. For even more practice, the back-of-book CD offers 600 additional review questions to create timed exams that simulate the actual PTCE!

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## RADIOGRAPHIC TECHNOLOGY

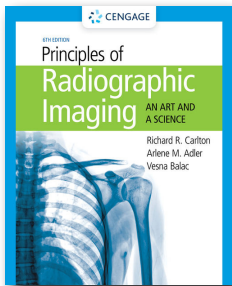
### PRINCIPLES OF RADIOGRAPHIC IMAGING, 6E

An Art and A Science

*Richard R. Carlton, Grand Valley State University; Arlene McKenna Adler, Indiana University Northwest, Gary, IN; Vesna Balac, Indiana University Northwest, Gary, IN*

© 2020, 720pp, Hardback, 9781337711067

### MindTap eBook



Fascinated by X-rays and medical imaging technology? Drawn to work that helps others? **PRINCIPLES OF RADIOGRAPHIC IMAGING: AN ART AND A SCIENCE, 6th Edition** reveals the inner workings of radiography careers,

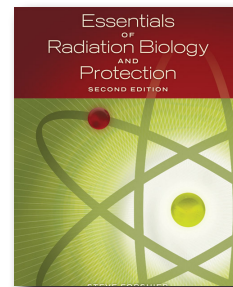
including radiologist assistants, radiologic technologists, ultrasound techs, CT and MRI techs, and other imaging roles in health care. Some books dump too much on you too fast, but this one moves at your pace, delivering the math and physics behind radiology before advancing to complex subjects. And it's designed around actual job skills like creating the beam, running scans and tests, and analyzing images--so you can pass accreditation exams and work in emergency rooms and hospitals. Reader-friendly yet packed with information, this text offers all you need to know about digital radiography systems, digital exposure factors, instrumentation and so much more!

### ESSENTIALS OF RADIATION, BIOLOGY AND PROTECTION, 2E

*Steve Forshier, M.Ed, R.T.*

© 2009, 336pp, Paperback, 9781428312173

### eBook



Easy-to-read and engaging, this text offers a succinct overview of radiation biology and protection concepts. It teaches both why and how to protect yourself and patients from ionizing radiation. Emphasis is placed on integrating the theory of radiation protection

as seen in radiobiology with radiation protection as it should be practiced in the clinical education setting. The text discusses cell structure, the direct and indirect effects of radiation at the cellular level, biological effects of radiation exposure, and protection practices for both patients and personnel. Current regulations and recommendations are in compliance with the educational requirements established by the American Society of Radiologic Technologists (ASRT).

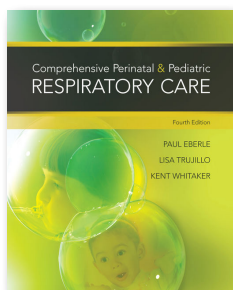
## RESPIRATORY CARE

### COMPREHENSIVE PERINATAL & PEDIATRIC RESPIRATORY CARE, 4E

*Kent Whitaker; Paul Eberle, Weber State University; Lisa Trujillo, Weber State University*

© 2015, 815pp, Paperback, 9781439059432

#### eBook



Learn the latest in respiratory care for newborns and children from **COMPREHENSIVE PERINATAL AND PEDIATRIC RESPIRATORY CARE, 4E**. This newly updated book is clear, consistent, and easy for you to follow.

Comprehensive coverage of fetal development of the cardiopulmonary system, is followed by respiratory care of neonatal and pediatric patients, and progresses into causes and care of respiratory illnesses. It provides discussion of the ventilation and oxygenation needs of neonatal and pediatric patients including information on both conventional and special techniques. Topics unique to this book, such as care of parents and home care, are discussed in detail. **COMPREHENSIVE PERINATAL AND PEDIATRIC RESPIRATORY CARE, 4E** provides you with the theory and clinical expertise necessary to embark on your career and meet the challenges presented in a rapidly changing health care environment.

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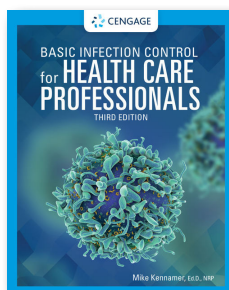
## SAFETY & COMPLIANCE

### BASIC INFECTION CONTROL FOR HEALTH CARE PROFESSIONALS, 3E

*Michael Kenamer, Northeast Alabama Community College; Kenamer Media Group, Inc.*

© 2021, 240pp, Paperback, 9781337912297

#### MindTap



Basic Infection Control for Health Care Providers, Third Edition, is a clear and concise guide to preventing occupational exposure hazards and communicable and infectious diseases. Written at a level that assumes no prior knowledge of infectious disease, this

book includes coverage on how to safely protect oneself from infectious agents and what to do in case of infectious exposure. This book is equally applicable for any healthcare field, including medical assistant, nursing, physical and occupational therapy, nursing assistant, dental professionals, respiratory therapy, diagnostic imaging, long-term care, massage therapy, and emergency medicine. Other occupations with potential exposure to infectious disease, such as tattoo artists, law enforcement, food service, corrections, fire service, childcare, and education, will benefit from the clear and concise discussions of the disease process, protection from communicable disease, and post-exposure protocols. Background information such as legal issues and the immune system provide a clear context regarding exposure and infectious diseases. The blend of fundamental infection control content and reference resources makes this tool perfect for use in an instructional setting or as a reference for anyone at risk of occupational exposure to infectious disease.

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# SURGICAL TECHNOLOGY

**NEW EDITION**

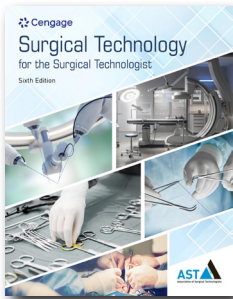
## SURGICAL TECHNOLOGY FOR THE SURGICAL TECHNOLOGIST, 6E

A Positive Care Approach

Association of Surgical Technologists

© 2025, 1424pp, Paperback, 9780357625736

### MindTap



Thoroughly mapped to the Core Curriculum for Surgical Technology, 7th Edition, the Association of Surgical Technologists' **SURGICAL TECHNOLOGY FOR THE SURGICAL TECHNOLOGIST: A POSITIVE CARE APPROACH**, 6th EDITION,

delivers the most trusted, up-to-date and comprehensive resource for helping students anticipate the patient's and surgeon's needs before, during and after a surgical procedure. The text addresses essential topics such as surgical asepsis, the surgical patient, technological concepts, all-hazards preparation, perioperative case management, equipment and supplies, practical and technical considerations and more. It uses full-color medical artwork and live surgery images to cover over 200 of the most critical surgical procedures. Helping students maximize their course success, the text also provides numerous learning resources like the "A Positive Care" memory tool, real-life case studies and a powerful digital learning solution, MindTap for Surgical Technology.

## SURGICAL MAYO SETUPS, SPIRAL BOUND VERSION, 2E

Tammy Allhoff, Pearl River Community College; Debbie Hinton, Pearl River Community College

© 2013, 288pp, Spiral, 9781111138189

### eBook



Whether you're a new surgical technologist or starting to learn the field, **SURGICAL MAYO SETUPS**, 2nd Edition is the reliable, detailed resource you need for success in any operating room! Newly revised with more than 130 Mayo-stand and back-table

setups, this handy pocket reference is smartly organized with tabs according to surgical specialty, which helps you find the right set up quickly and easily. A new introductory chapter on setup methods provides variations and photos for reference depending on specialty, procedure, facility, OR layout and personal preference. Each of the 12 surgery chapters includes a brief overview, key considerations, and an alphabetical procedure list, along with a detailed guide to the instruments and equipment required for the procedure. Selected illustrations throughout the guide show the general Mayo-stand and back-table setup for more complicated procedures—to increase your confidence as your experience grows.

# HEALTH INFORMATION MANAGEMENT

## CODING & INSURANCE BILLING

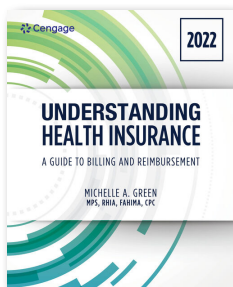
### NEW EDITION

### UNDERSTANDING HEALTH INSURANCE: A GUIDE TO BILLING AND REIMBURSEMENT - 2022 EDITION, 17E

Michelle A. Green

© 2023, 704pp, Paperback, 9780357621356

### MindTap



Strengthen your skills and develop a solid foundation in medical insurance processing and revenue management with Green's UNDERSTANDING HEALTH INSURANCE: A GUIDE TO BILLING AND REIMBURSEMENT, 2022 Edition. This reader-friendly,

comprehensive resource explains the latest developments and medical code sets and coding guidelines as you learn how to assign ICD-10-CM, CPT® 2022 codes and HCPCS level II codes, complete health care claims and master revenue management concepts. You focus on important topics such as the latest managed care, legal and regulatory issues, coding systems and compliance, reimbursement methods, clinical documentation improvement, coding for medical necessity and common health insurance plans. New material introduces electronic claims, performance measurement and processing clinical quality language. A helpful workbook provides hands-on assignments and case studies, while MindTap online resources offer practice in CMS-1500 claims completion and assigning codes.

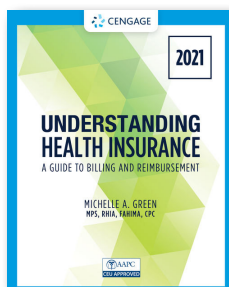
### UNDERSTANDING HEALTH INSURANCE, 16E

A Guide to Billing and Reimbursement - 2021 Edition

Michelle A. Green

© 2022, 704pp, Paperback, 9780357515587

### MindTap



Develop the skills and background for a career in medical billing and insurance processing or revenue management with Green's UNDERSTANDING HEALTH INSURANCE: A GUIDE TO BILLING AND REIMBURSEMENT, 2021 Edition. This complete

resource explains the latest medical code sets and coding guidelines as you learn how to assign ICD-10-CM, CPT, and HCPCS level II codes; complete health care claims and master revenue management concepts. You focus on today's most important topics, including managed care, legal and regulatory issues, coding systems and compliance, reimbursement methods, clinical documentation improvement, coding for medical necessity and common health insurance plans. Updates address changes to ICD-10-CM and CPT 2021 codes and introduce electronic claims processing, clinical quality language and other developments. A helpful workbook provides assignments; case studies and CPC-P and CPB mock exams, while MindTap online resources offer practice in CMS-1500 claims and assigning codes.

## UNDERSTANDING ICD-10-CM AND ICD-10-PCS, 3E

A Worktext, Spiral bound Version (with Cengage EncoderPro.com Demo Printed Access Card)

Mary Jo Bowie

© 2017, 624pp, Spiral, 9781305265257

### MindTap eBook



Completely updated to the 2016 ICD-10-CM and ICD-10-PCS coding guidelines and packed with practical applications, Bowie's UNDERSTANDING ICD-10-CM AND ICD-10-PCS: A WORKTEXT, 3E delivers a comprehensive presentation of the ICD-10-

CM and ICD-10-PCS diagnostic and procedural coding system.

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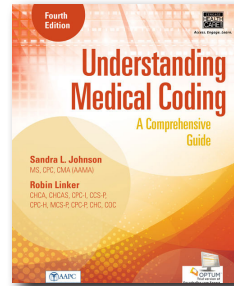
## UNDERSTANDING MEDICAL CODING, 4E

A Comprehensive Guide

Sandra L. Johnson, *Indiana University Southeast, New Albany, Indiana*; Robin Linker, *Robin Linker & Associates, Inc.*

© 2017, 704pp, Paperback, 9781305666153

### MindTap eBook



Learn everything you need to know about medical coding with the practical and easy to understand UNDERSTANDING MEDICAL CODING: A COMPREHENSIVE GUIDE, 4E. Using clear, step-by-step instructions, you learn how to code a

claim correctly and link the correct CPT and ICD-10-CM codes for reimbursement. You gain an understanding of adjustments, how and when to bill patients, and what to do in case of a denial or rejection. Thoroughly updated coverage introduces the industry's new standard: ICD-10-CM. This edition also details CPT coding and modifiers with more code-specific information and a concentration on specialty coding and levels of coding. Case studies, practice exercises, tips, examples, charts, and photos help improve your performance and ensure that you are well prepared to succeed in a medical coding position in a variety of today's professional settings.

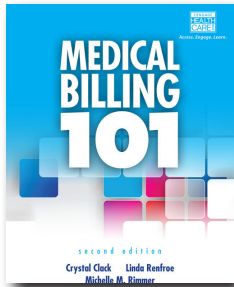
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## MEDICAL BILLING 101, 2E

*Michelle M. Rimmer, CHI; Linda Renfroe, Instructor, Tacoma Community College, Tacoma, Washington; Michelle M. Rimmer, CHI*

© 2016, 272pp, Paperback, 9781133936749

### MindTap eBook



Learn the basics of physician-based medical billing with MEDICAL BILLING 101, 2E. Clear and practical guidelines introduce you to the job responsibilities and basic processes in the medical billing world. Case studies and software tools like

SimClaim™ CMS-1500 software offer you practice on actual forms to build confidence and understanding of the reimbursement process. This easy-to-use guide starts you off on the right path as you begin your journey to becoming a medical billing professional.

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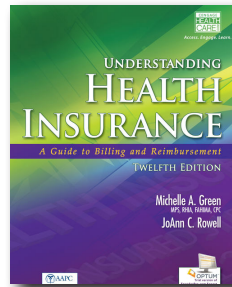
## UNDERSTANDING HEALTH INSURANCE, 12E

A Guide to Billing and Reimbursement (with Premium Website, 2 terms (12 months) Printed Access Card for Cengage EncoderPro.com Demo)

*Michelle A. Green*

© 2015, 832pp, Paperback, 9781285737522

### MindTap eBook



Updated with the latest code sets, guidelines, and claim forms, UNDERSTANDING HEALTH INSURANCE: A GUIDE TO BILLING AND REIMBURSEMENT, 12th Edition, is essential for anyone preparing for a career in medical billing.

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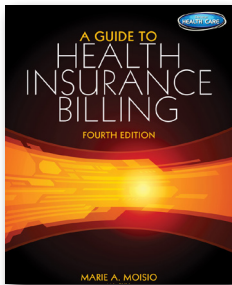


## A GUIDE TO HEALTH INSURANCE BILLING, 4E

Marie A. Moisis, MA, RHIA, Northern Michigan University (Emerita)

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### eBook



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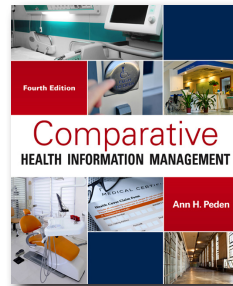
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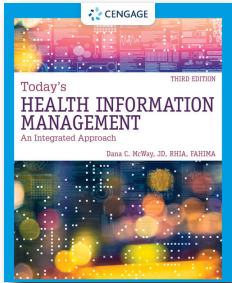
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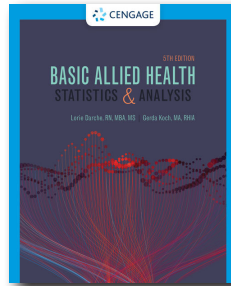
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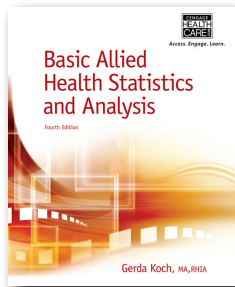
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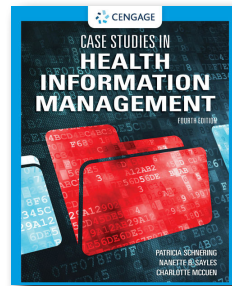
computations and their practical uses in health care settings, the book's hands-on approach requires students to think through problems and then apply the proper method of statistical analysis. Topics explore the current health care industry, basic math and statistical computations, vital statistics and mortality rates, census and occupancy rates, and more, all in accordance with CAHIIM curriculum standards and competencies. Chapter learning features include examples, tables and figures, and even a separate column for note-taking, along with a brand new chapter on the fundamentals of research. Plenty of case studies and self-assessment opportunities keep students engaged in the material, while ensuring a practical and discerning knowledge of key data and statistical concepts.

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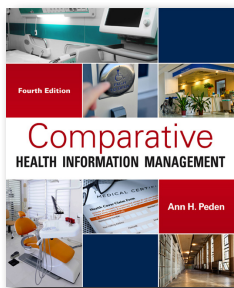
experience applying theories from the classroom to practices in the modern health care environment. Case studies explore major HIM topics, including current issues in health data management, health care privacy and ethics, information technology, revenue management and compliance, leadership, project and operations management, quality and performance statistics. A quick-reference correlation grid to current RHIA® and RHIT® domains and competencies helps you focus on specific areas for certification exams. The Student Companion Website connects you with extra content and references for self-study, hands-on spreadsheets for problem-solving and realistic forms for documentation practice.

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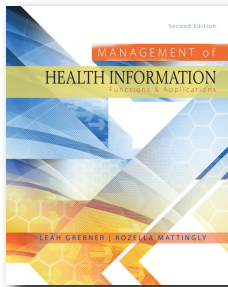
## MANAGEMENT OF HEALTH INFORMATION, 2E

Functions & Applications

Leah Grebner, MS, RHIA, CCS, Midstate College, Peoria, IL;  
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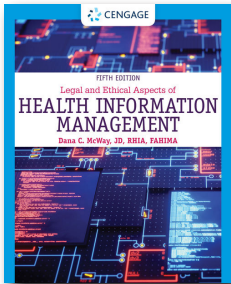
# HIPAA

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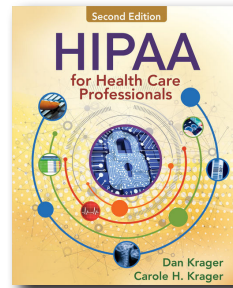
Designed to help you successfully navigate today's legal issues, this edition focuses on law and ethics as they relate to HIM. You examine the latest information on the role of social media in health care as well as future legal and ethical trends in health care IT. Expanded coverage explores developments and regulations impacting data privacy and protection, substance abuse, patient rights, and patient confidentiality. New critical-thinking exercises, case studies, and enrichment activities emphasize the practicality of what you are learning while helping you refine problem-solving skills. All content reflects current CAHIIM standards. Written by a seasoned HIM professional and lawyer, this edition with MindTap digital learning resources provides a complete solution for understanding the legal and ethical concerns that safeguard health care information today.

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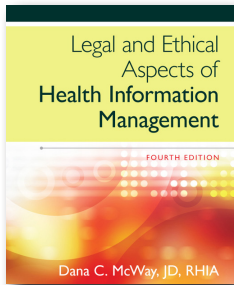
how HIPAA affects health care and insurance through modifications to other related laws. Offered in an easy-to-follow format, the text includes examples, real-life scenarios, and optional interactive features to help you better understand important concepts, test that understanding, and prepare you for a rewarding career in health care.

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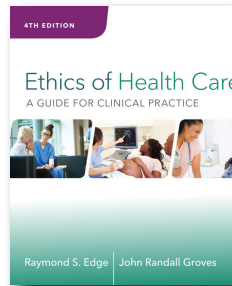
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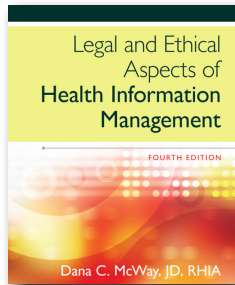
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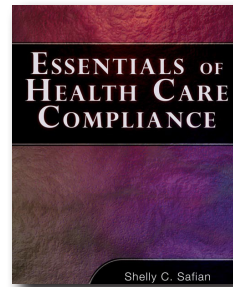
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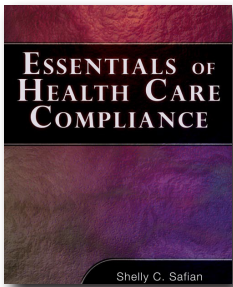
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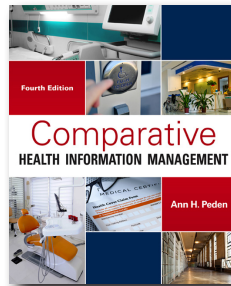
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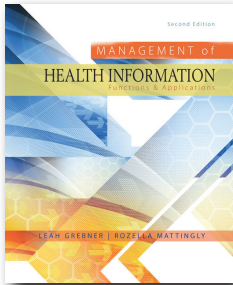
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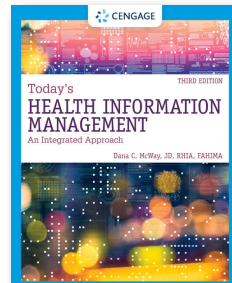
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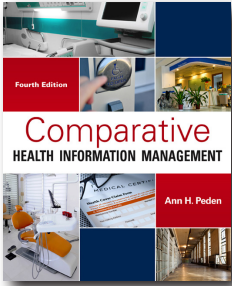
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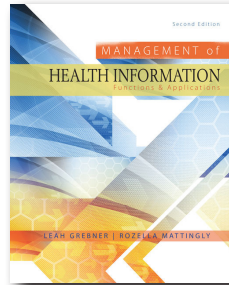
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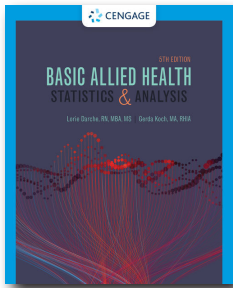
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# HEALTH SERVICE ADMINISTRATION

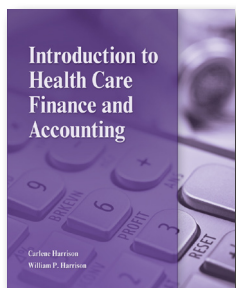
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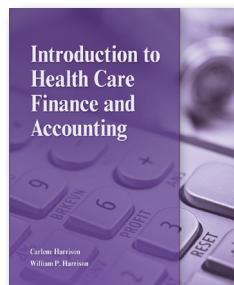
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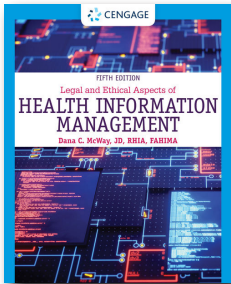
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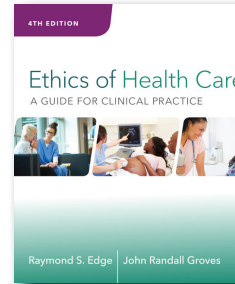
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Raymond S. Edge, Dean, School of Health Professions (Retired), Maryville University – Saint Louis; John Randall Groves, Ferris State University

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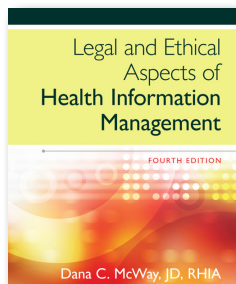
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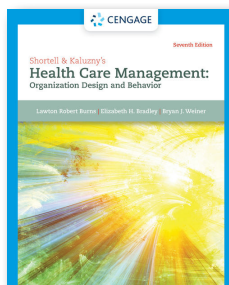
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*Lawton Burns, Wharton School, University of Pennsylvania; Elizabeth Bradley, Vassar College; Bryan Weiner, Yale School of Public Health*

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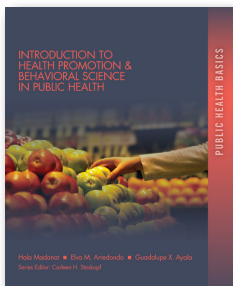
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## INTRODUCTION TO HEALTH PROMOTION & BEHAVIORAL SCIENCE IN PUBLIC HEALTH

*Hala Madanat, Graduate School of Public Health, San Diego State University; Elva Arredondo, Graduate School of Public Health, San Diego State University; Guadalupe X. Ayala, Graduate School of Public Health, San Diego State University*

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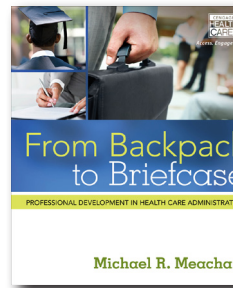
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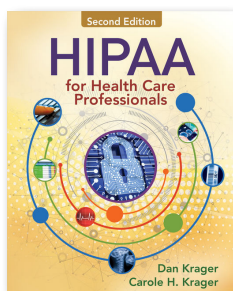
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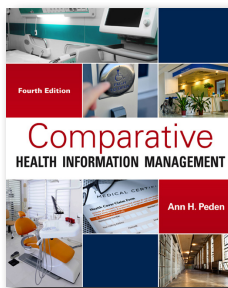
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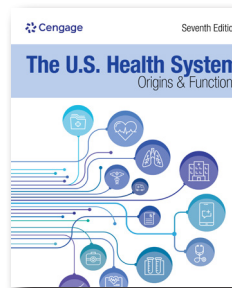
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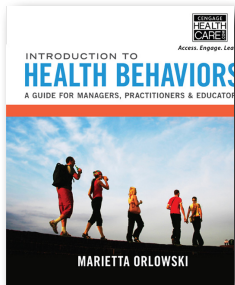
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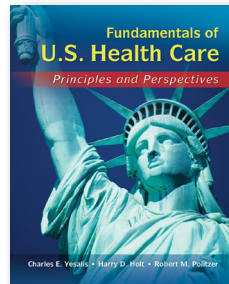
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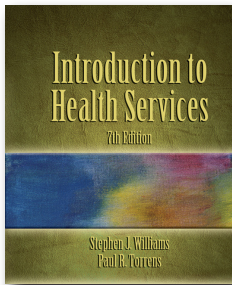
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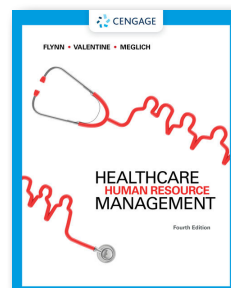
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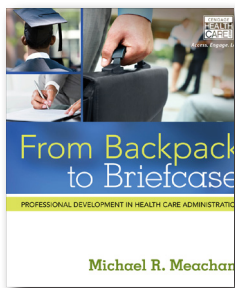
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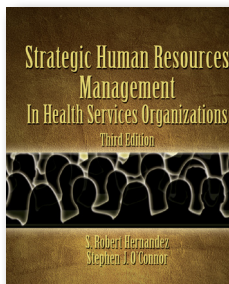
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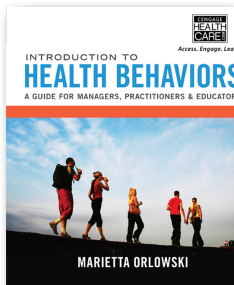
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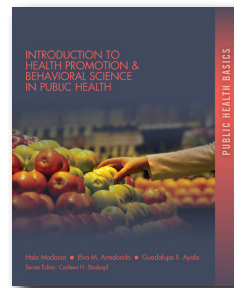
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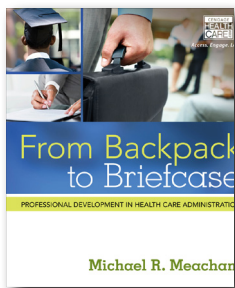
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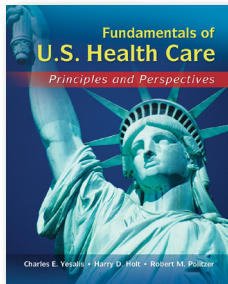
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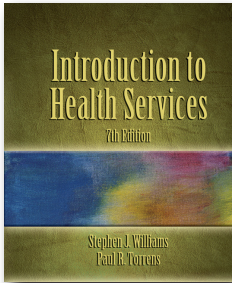
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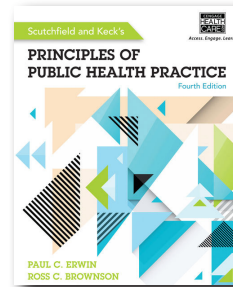
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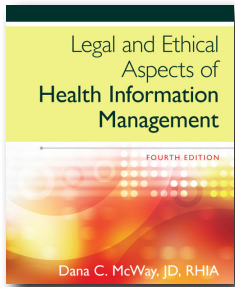
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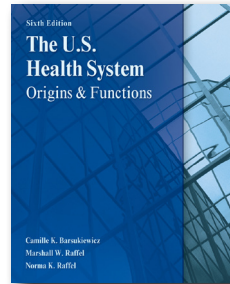
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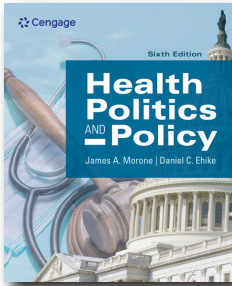
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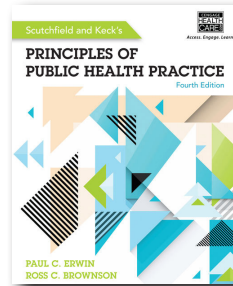
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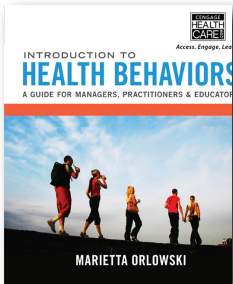
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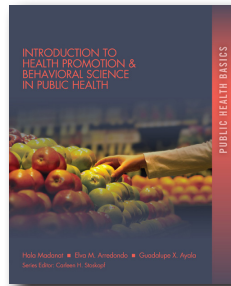
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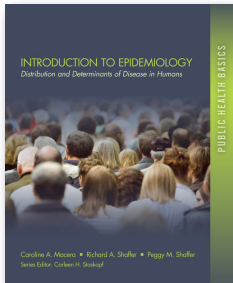
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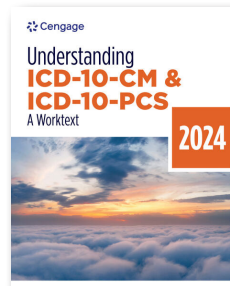
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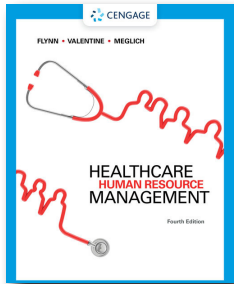
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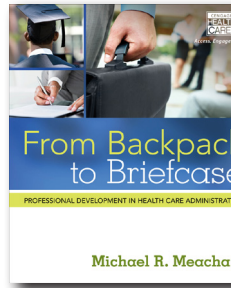
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a comprehensive how-to guide to help students prepare for--and succeed--in their search for the best internships, residencies, fellowships and jobs. This extremely practical book helps students take the knowledge gained in academic programs and apply it in a truthful and positive way that will jumpstart their career in Health Care Administration. In this information-packed book, students will find a variety of tools to help project and enhance their utmost professional identify in order to secure the best professional positions.

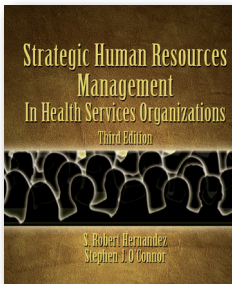
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## STRATEGIC HUMAN RESOURCES MANAGEMENT IN HEALTH SERVICES ORGANIZATIONS, 3E

S. Robert Hernandez

© 2010, 592pp, Hardback, 9780766835405

**eBook**



The third edition of Strategic Human Resources Management In Health Services Organizations articulates the links that exist among strategy, organizational design and behavior, and human resources management: It not only describes human

resources functions within organizations but also provides a model of major organizational components that shape the human resources options available for health services managers.

## INSURANCE & CODING

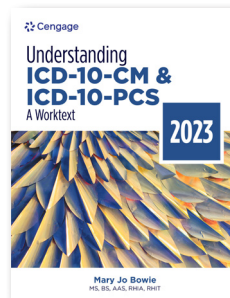
### CODING DISEASES

## UNDERSTANDING ICD-10-CM AND ICD-10-PCS: A WORKTEXT, 2023 EDITION, 8E

Mary Jo Bowie

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**MindTap eBook**



Become proficient in using the latest 2023 ICD-10-CM and ICD-10-PCS coding guidelines and new 2023 ICD-10 codes with Bowie's UNDERSTANDING ICD-10-CM AND ICD-10-PCS: A WORKTEXT, 2023 EDITION. Updated each year, this hands-on worktext

presents today's most current diagnostic and procedural coding systems. New content covers codes released in the 2023 revision with examples of new codes for various body systems. This edition also covers new ICD-10-PCS codes with explanations that detail specific directions for coding various procedures. An easy-to-follow approach incorporates professional exercises, expanded actual coding assignments and real case studies. Illustrations and digital links to medical research websites strengthen your knowledge of anatomy and disease processes to increase coding accuracy. MindTap online tools with Medical Coding Trainer and more than 200 digital cases help you further prepare for certification exams and diagnostic and procedural coding success.

**NEW EDITION**

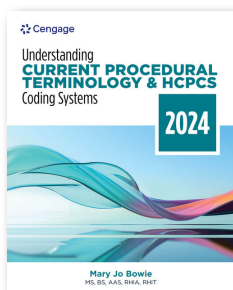
**UNDERSTANDING CURRENT PROCEDURAL TERMINOLOGY AND HCPCS CODING SYSTEMS, 11E**

2024 Edition

*Bowie*

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**MindTap**



Guide students in mastering procedural coding with confidence using the current, comprehensive approach in Bowie's UNDERSTANDING CURRENT PROCEDURAL TERMINOLOGY AND HCPCS CODING SYSTEMS, 2024 Edition.

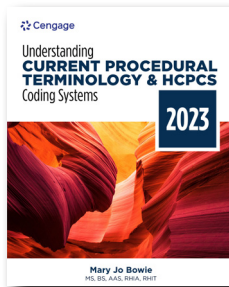
Updated to include the latest changes and emerging developments, this comprehensive curriculum solution references 2024 CPT<sup>®</sup> and HCPCS diagnostic and procedural coding, as well as the most recent guidelines from federal agencies, Medicare and the American Medical Association (AMA). The text also includes illustrated procedures, relevant case studies, practical coding assignments and real-world coding examples to help students perfect their procedural coding for all medical specialties and successfully prepare for the latest certification exams. An updated support package with MindTap digital resources provides new study tools and courseware to further encourage comprehension and retention.

**UNDERSTANDING CURRENT PROCEDURAL TERMINOLOGY AND HCPCS CODING SYSTEMS: 2023 EDITION, 10E**

*Mary Jo Bowie*

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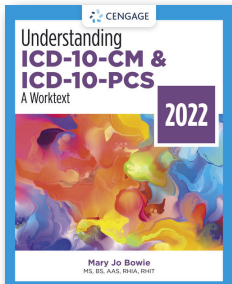
TERMINOLOGY AND HCPCS CODING SYSTEMS, 2023 Edition. This trusted and comprehensive resource is updated annually to ensure you learn the most current code sets and understand key developments in the field as you prepare for certification exams and work in today's medical environment. New case studies and expanded coding assignments draw from real-world professional experiences for meaningful practice, while carefully illustrated procedures and current, interesting examples--including situations from COVID-19--help you perfect procedural coding skills for all medical specialties. In addition, hands-on practice with MindTap's digital learning tools can further prepare you for procedural coding success.

## UNDERSTANDING ICD-10-CM AND ICD-10-PCS: A WORKTEXT, 2022 EDITION, 7E

Mary Jo Bowie

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### MindTap



Become proficient with the latest 2022 ICD-10-CM and ICD-10-PCS coding guidelines and new 2022 ICD-10 codes using Bowie's UNDERSTANDING ICD-10-CM AND ICD-10-PCS: A WORKTEXT, 2022 EDITION. Updated annually, this hands-on

worktext presents the most current diagnostic and procedural coding systems. New content covers codes for COVID-19 and expanded, new ICD-10-CM codes for issues such as malignant bilateral ovaries, thrombocytosis, depression, toxic encephalopathy and social determinants of health. This edition's easy-to-follow approach reinforces understanding with professional exercises, expanded actual coding assignments and real case studies. Illustrations and digital links to medical research websites strengthen your knowledge of anatomy and disease processes to increase your coding accuracy. Use this trusted resource and MindTap online tools with Medical Coding Trainer and more than 200 digital cases to prepare for certification exams and diagnostic and procedural coding career success.

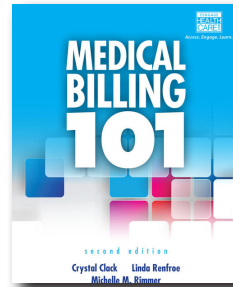
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## MEDICAL BILLING 101, 2E

Michelle M. Rimmer, CHI; Linda Renfro, Instructor, Tacoma Community College, Tacoma, Washington; Michelle M. Rimmer, CHI

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### MindTap eBook



Learn the basics of physician-based medical billing with MEDICAL BILLING 101, 2E. Clear and practical guidelines introduce you to the job responsibilities and basic processes in the medical billing world. Case studies and software tools like

SimClaim™ CMS-1500 software offer you practice on actual forms to build confidence and understanding of the reimbursement process. This easy-to-use guide starts you off on the right path as you begin your journey to becoming a medical billing professional.

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## CODING PROCEDURES / SERVICES

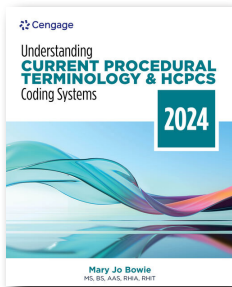
### NEW EDITION

### UNDERSTANDING CURRENT PROCEDURAL TERMINOLOGY AND HCPCS CODING SYSTEMS, 11E 2024 Edition

Bowie

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Guide students in mastering procedural coding with confidence using the current, comprehensive approach in Bowie's UNDERSTANDING CURRENT PROCEDURAL TERMINOLOGY AND HCPCS CODING SYSTEMS, 2024 Edition.

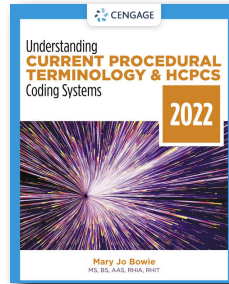
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### UNDERSTANDING CURRENT PROCEDURAL TERMINOLOGY AND HCPCS CODING SYSTEMS: 2022 EDITION, 9E

Mary Jo Bowie

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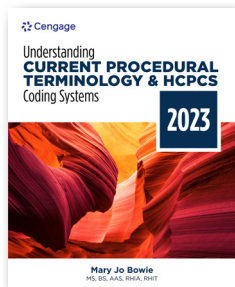


## UNDERSTANDING CURRENT PROCEDURAL TERMINOLOGY AND HCPCS CODING SYSTEMS: 2023 EDITION, 10E

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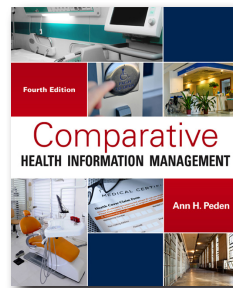
## HEALTH INFORMATION MANAGEMENT ESSENTIALS

### COMPARATIVE HEALTH INFORMATION MANAGEMENT, 4E

Ann Peden, University of Mississippi Medical Center

© 2017, 672pp, Paperback, 9781285871714

MindTap eBook



Break into the exciting field of HIM with COMPARATIVE HEALTH INFORMATION MANAGEMENT, 4e! Whether you see yourself working in a hospital, clinic, or office, this text can help you find the ideal career. Chapters explore a variety of settings, including

hospitals, ambulatory clinics and medical offices, veterinary practices, home health, long-term care, and correctional facilities, as well as emerging practice areas in professional consulting and cancer registry. Focused on the challenges of managing and protecting the flow of information across sites, this updated text introduces you to the health care system, then walks you through the many HIM roles available to you, infusing discussions with key terms, self-test questions, web links, and illustrations that add meaning to concepts. Features include realistic case studies to help you solve problems, while new "Professional Spotlight" vignettes give you an insider view of actual professionals in their HIM careers.

## HIPAA

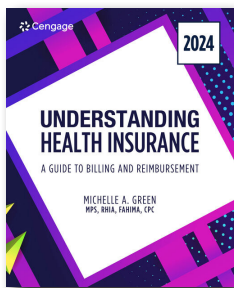
### NEW EDITION

### UNDERSTANDING HEALTH INSURANCE: A GUIDE TO BILLING AND REIMBURSEMENT, 2024 EDITION, 19E

Green

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### MindTap



Prepare students for successful careers in revenue management, medical billing or health insurance processing with Green's UNDERSTANDING HEALTH INSURANCE: A GUIDE TO BILLING AND REIMBURSEMENT, 2024 Edition. Updated annually,

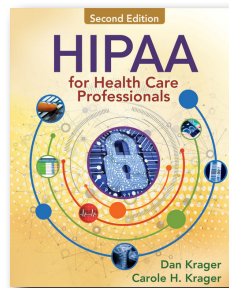
this reader-friendly resource highlights the latest developments in health care insurance and revenue management, as well as recent changes to ICD-10-CM, HCPCS Level II and CPT? codes and coding guidelines. Students will acquire valuable knowledge about health insurance, managed care, legal and regulatory issues, coding systems and compliance, reimbursement and revenue management, clinical documentation, as well as coding for medical necessity and common health insurance plans. This best-selling resource offers a range of print and digital options to best suit your classroom needs. Alongside the core text, an accompanying student workbook provides application-based assignments and case studies. The comprehensive MindTap online courseware includes specialized software for SimClaim CMS-1500 claim simulation, allowing for easy integration with your school's LMS and gradebook functionality. 19e.

### HIPAA FOR HEALTH CARE PROFESSIONALS, 2E

Dan Krager; Carole Krager, Olney Central College, Olney, IL

© 2018, 192pp, Paperback, 9781305946064

### MindTap eBook



HIPAA FOR HEALTH CARE PROFESSIONALS, 2nd Edition, clearly explains the Health Insurance Portability and Accountability Act, including fundamentals, privacy, security, and common myths. This updated edition also shows you where and

how HIPAA affects health care and insurance through modifications to other related laws. Offered in an easy-to-follow format, the text includes examples, real-life scenarios, and optional interactive features to help you better understand important concepts, test that understanding, and prepare you for a rewarding career in health care.

## HOSPITAL-BASED BILLING

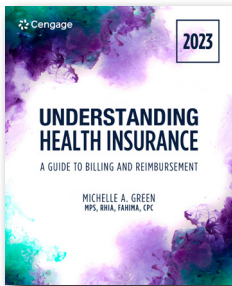
### UNDERSTANDING HEALTH INSURANCE, 18E

A guide to billing and reimbursement, 2023 edition

Michelle A. Green

© 2024, 704pp, Paperback, 9780357764060

### MindTap eBook



Strengthen your skills and develop a solid foundation for professional success with Green's UNDERSTANDING HEALTH INSURANCE: A GUIDE TO BILLING AND REIMBURSEMENT, 2023 Edition. This reader-friendly, comprehensive resource

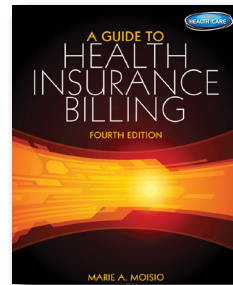
provides a practical, up-to-date guide to current medical code sets and coding guidelines, preparing you to assign ICD-10-CM, CPT® and HCPCS Level II 2023 codes; complete health insurance claims; and master key revenue management concepts. You'll focus on important topics such as managed care, legal and regulatory issues, coding systems and compliance, reimbursement methods, clinical documentation improvement, coding for medical necessity and common health insurance plans. The current edition introduces the MIPS Value Pathways; explains major changes for selecting codes in the CPT 2023 evaluation and management section; and clarifies key health insurance concepts such as risk adjustments, hierarchical condition category coding, patient portals, balance billing, coordination.

### A GUIDE TO HEALTH INSURANCE BILLING, 4E

Marie A. Moiso, MA, RHIA, Northern Michigan University (Emerita)

© 2014, 640pp, Paperback, 9781285193588

### eBook



Prepare for career success with this trusted introduction to the world of health insurance billing and the dynamic, growing field of health information management. A GUIDE TO HEALTH INSURANCE BILLING, Fourth Edition, provides a thorough, practical overview of key principles and current practices, from patient registration to claims submission. Now updated to reflect the latest trends, technology, terminology, legal and regulatory guidelines, and coding systems—including ICD-10—the new edition also features a dynamic full-color layout. The text also includes abundant exercises, examples, case studies, and activities focused on real-world applications, including step-by-step procedures for generating, processing, and submitting health insurance claims to commercial, private, and government insurance programs. An access code for SimClaim interactive online billing software is also provided; this program puts your skills to the test with case studies that require form completion.

## HOSPITAL-BASED CODING

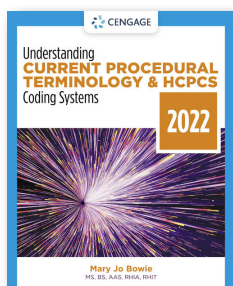
### NEW EDITION

### UNDERSTANDING CURRENT PROCEDURAL TERMINOLOGY AND HCPCS CODING SYSTEMS: 2022 EDITION, 9E

Mary Jo Bowie

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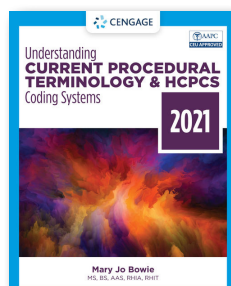
TERMINOLOGY AND HCPCS CODING SYSTEMS, 2022 EDITION. This trusted, comprehensive resource is updated every year to ensure you learn the most current code sets and developments in the field as you prepare for current certification exams and work in today's medical environment. New case studies and expanded coding assignments draw from actual professional experiences for meaningful practice. Carefully illustrated procedures and current, interesting examples, including situations from COVID-19, help you perfect procedural coding skills for all medical specialties. In addition, hands-on practice with MindTap's digital learning tools guide you in further preparing for procedural coding success.

### UNDERSTANDING CURRENT PROCEDURAL TERMINOLOGY AND HCPCS CODING SYSTEMS, 2021, 8E

Mary Jo Bowie

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TERMINOLOGY AND HCPCS CODING SYSTEMS, 2021 EDITION. This trusted resource is updated every year to ensure you learn the most current code sets and developments in the field as you prepare for current certification exams and work in today's medical environment. New case studies and expanded coding assignments draw from actual professional experiences for meaningful practice. Carefully illustrated procedures and current, interesting examples help you perfect your procedural coding skills for all medical specialties. In addition, extensive hands-on practice with MindTap's new digital learning tools guide you in further preparing for procedural coding success.

## LEGAL & ETHICS

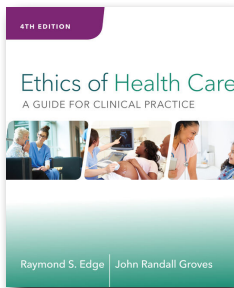
### ETHICS OF HEALTH CARE, 4E

A Guide for Clinical Practice

*Raymond S. Edge, Dean, School of Health Professions (Retired), Maryville University – Saint Louis; John Randall Groves, Ferris State University*

© 2018, 416pp, Paperback, 9781285854182

### MindTap eBook



Designed for students pursuing careers in a variety of health care programs, **ETHICS OF HEALTH CARE: A GUIDE FOR CLINICAL PRACTICE, 4e**, equips you with the tools you need to make legal and ethical decisions in real-world practice. The text

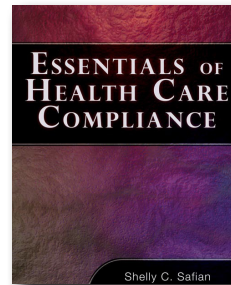
teaches you the language of the legal system and biomedical ethics while emphasizing critical thinking, problem solving and professional behavior. The first four chapters provide the foundational knowledge you need to understand the legal system and ethical theory as it relates to health care practice. Later chapters build on these concepts as you explore ethical and legal health care controversies through a wide variety of issues such as reproductive health, organ donation, physician assisted dying, ethical allocation of health care, cloning, genetics, and human enhancements. Each chapter also includes legal and ethical case studies to help you put what you learn into practice.

### ESSENTIALS OF HEALTHCARE COMPLIANCE

*Shelley C. Safian*

© 2010, 448pp, Paperback, 9781418049218

### eBook



Essentials of Health Care Compliance provides you with the knowledge and skills necessary to understand how a formal compliance program is implemented at a health care facility. Managing several staff members and keeping a health care

practice compliant with federal, state, and local statutes and regulations is a challenging job. Real-world examples and the author's hands-on approach will help you visualize yourself on-the-job, using the knowledge you have gained from this book to meet these challenges.

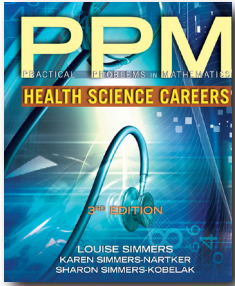
## MATHEMATICS

### PRACTICAL PROBLEMS IN MATH FOR HEALTH SCIENCE CAREERS, 3E

Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak

© 2013, 368pp, Paperback, 9781111540388

#### eBook



PRACTICAL PROBLEMS IN MATHEMATICS FOR HEALTH SCIENCE CAREERS, 3RD EDITION familiarizes you with essential math processes using real-life examples and straightforward instruction. Using a word problem

format, this text starts you off with simple examples, and then progresses to complex paradigms at a comfortable pace. Plus, it focuses on the mathematical situations that you're likely to encounter in the health care field, including problems involving medications, intravenous solutions, and other emulsions. No matter which area of Allied Health you're interested in, updated and expanded Practical Problems In Mathematics For Health Science Careers, 3rd Edition is the resource you'll use for years to come.

## PHYSICIAN-BASED BILLING

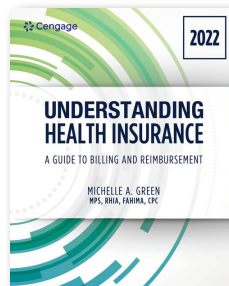
#### NEW EDITION

### UNDERSTANDING HEALTH INSURANCE: A GUIDE TO BILLING AND REIMBURSEMENT - 2022 EDITION, 17E

Michelle A. Green

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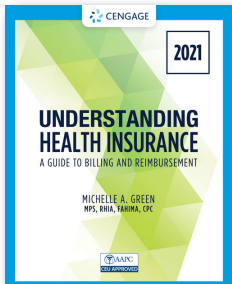
## UNDERSTANDING HEALTH INSURANCE, 16E

A Guide to Billing and Reimbursement - 2021 Edition

Michelle A. Green

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Develop the skills and background for a career in medical billing and insurance processing or revenue management with Green's UNDERSTANDING HEALTH INSURANCE: A GUIDE TO BILLING AND REIMBURSEMENT, 2021 Edition. This complete

resource explains the latest medical code sets and coding guidelines as you learn how to assign ICD-10-CM, CPT, and HCPCS level II codes; complete health care claims and master revenue management concepts. You focus on today's most important topics, including managed care, legal and regulatory issues, coding systems and compliance, reimbursement methods, clinical documentation improvement, coding for medical necessity and common health insurance plans. Updates address changes to ICD-10-CM and CPT 2021 codes and introduce electronic claims processing, clinical quality language and other developments. A helpful workbook provides assignments; case studies and CPC-P and CPB mock exams, while MindTap online resources offer practice in CMS-1500 claims and assigning codes.

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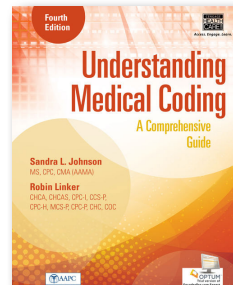
## UNDERSTANDING MEDICAL CODING, 4E

A Comprehensive Guide

Sandra L. Johnson, *Indiana University Southeast, New Albany, Indiana*; Robin Linker, *Robin Linker & Associates, Inc.*

© 2017, 704pp, Paperback, 9781305666153

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Learn everything you need to know about medical coding with the practical and easy to understand UNDERSTANDING MEDICAL CODING: A COMPREHENSIVE GUIDE, 4E. Using clear, step-by-step instructions, you learn how to code a

claim correctly and link the correct CPT and ICD-10-CM codes for reimbursement. You gain an understanding of adjustments, how and when to bill patients, and what to do in case of a denial or rejection. Thoroughly updated coverage introduces the industry's new standard: ICD-10-CM. This edition also details CPT coding and modifiers with more code-specific information and a concentration on specialty coding and levels of coding. Case studies, practice exercises, tips, examples, charts, and photos help improve your performance and ensure that you are well prepared to succeed in a medical coding position in a variety of today's professional settings.

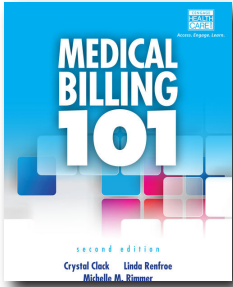
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## MEDICAL BILLING 101, 2E

*Michelle M. Rimmer, CHI; Linda Renfro, Instructor, Tacoma Community College, Tacoma, Washington; Michelle M. Rimmer, CHI*

© 2016, 272pp, Paperback, 9781133936749

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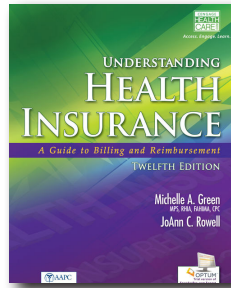
## UNDERSTANDING HEALTH INSURANCE, 12E

A Guide to Billing and Reimbursement (with Premium Website, 2 terms (12 months) Printed Access Card for Cengage EncoderPro.com Demo)

*Michelle A. Green*

© 2015, 832pp, Paperback, 9781285737522

### MindTap eBook



Updated with the latest code sets, guidelines, and claim forms, UNDERSTANDING HEALTH INSURANCE: A GUIDE TO BILLING AND REIMBURSEMENT, 12th Edition, is essential for anyone preparing for a career in medical billing.

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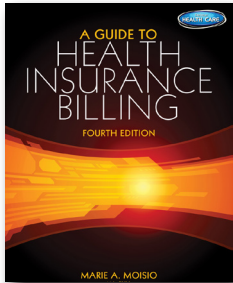


## A GUIDE TO HEALTH INSURANCE BILLING, 4E

Marie A. Moiso, MA, RHIA, Northern Michigan University (Emerita)

© 2014, 640pp, Paperback, 9781285193588

### eBook



Prepare for career success with this trusted introduction to the world of health insurance billing and the dynamic, growing field of health information management. *A Guide to Health Insurance Billing*, Fourth Edition, provides a thorough,

practical overview of key principles and current practices, from patient registration to claims submission. Now updated to reflect the latest trends, technology, terminology, legal and regulatory guidelines, and coding systems—including ICD-10—the new edition also features a dynamic full-color layout. The text also includes abundant exercises, examples, case studies, and activities focused on real-world applications, including step-by-step procedures for generating, processing, and submitting health insurance claims to commercial, private, and government insurance programs. An access code for SimClaim interactive online billing software is also provided; this program puts your skills to the test with case studies that require form completion.

## PHYSICIAN-BASED CODING

### NEW EDITION

## 3-2-1 CODE IT! 2023 EDITION, 11E

Michelle A. Green

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### MindTap eBook



Master the skills needed for medical coding with Green's bestselling 3-2-1 CODE IT! 2023 EDITION. Updated annually to reflect the most recent code set and coding guidelines, this easy-to-use guide is ideal for anyone just beginning medical coding. Updates incorporate

the latest changes to ICD-10-CM, ICD-10-PCS, CPT® and HCPCS Level II code sets and guide you in using the CDC's ICD-10-CM search tool website. The text's well-organized, intuitive approach begins with diagnosis coding before walking you through coding procedures and services. Separate chapters differentiate inpatient coding, outpatient coding, and general and specific coding guidelines. Memorable examples, clearly defined terms and printed and digital practice activities help you master concepts. Computer-assisted coding cases and professional tools such as encoder software help you prepare for professional coding credentials.

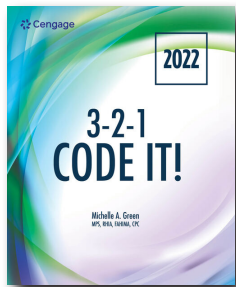
## NEW EDITION

### 3-2-1 CODE IT! 2022 EDITION, 10E

Michelle A. Green

© 2023, 928pp, Paperback, 9780357621226

## MindTap



Master the skills needed for medical coding today with Green's best-selling 3-2-1 CODE IT!, 2022 EDITION. Updated each year to reflect the most recent code and guideline changes, this easy-to-use medical coding guide is ideal if you are just beginning medical coding.

Updates incorporate the latest changes to ICD-10-CM, ICD-10-PCS, CPT® and HCPCS Level II coding sets and guide you in using the CDC's ICD-10-CM search tool website. This well-organized, intuitive approach begins with diagnosis coding before guiding you through coding procedures and services. Separate chapters differentiate inpatient and outpatient coding as well as general and specific coding guidelines. Memorable examples, clearly defined terms and hundreds of updated printed and digital practice activities help you master concepts. You also work with computer-assisted coding cases and professional tools as you prepare for professional coding credentials. MindTap digital resources further equip you for coding success.

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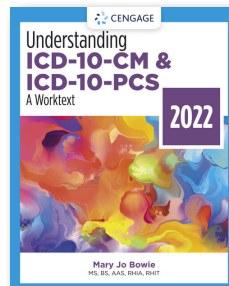
## NEW EDITION

### UNDERSTANDING ICD-10-CM AND ICD-10-PCS: A WORKTEXT, 2022 EDITION, 7E

Mary Jo Bowie

© 2023, 620pp, Paperback, 9780357621721

## MindTap



Become proficient with the latest 2022 ICD-10-CM and ICD-10-PCS coding guidelines and new 2022 ICD-10 codes using Bowie's UNDERSTANDING ICD-10-CM AND ICD-10-PCS: A WORKTEXT, 2022 EDITION. Updated annually, this hands-on

worktext presents the most current diagnostic and procedural coding systems. New content covers codes for COVID-19 and expanded, new ICD-10-CM codes for issues such as malignant bilateral ovaries, thrombocytosis, depression, toxic encephalopathy and social determinants of health. This edition's easy-to-follow approach reinforces understanding with professional exercises, expanded actual coding assignments and real case studies. Illustrations and digital links to medical research websites strengthen your knowledge of anatomy and disease processes to increase your coding accuracy. Use this trusted resource and MindTap online tools with Medical Coding Trainer and more than 200 digital cases to prepare for certification exams and diagnostic and procedural coding career success.

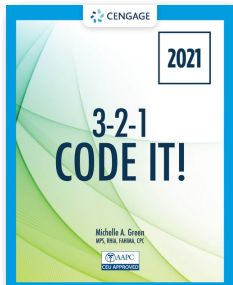
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## 3-2-1 CODE IT! 2021, 9E

Michelle A. Green

© 2022, 928pp, Paperback, 9780357516010

### MindTap



Master the skills needed for medical coding today with Green's best-selling 3-2-1 CODE IT!, 2021 EDITION. Updated yearly to reflect the most recent changes, this easy-to-use medical coding guide is written specifically for beginning coders. Updates address the latest

changes to ICD-10-CM, ICD-10-PCS, CPT® and HCPCS Level II coding sets, including CDC's new ICD-10-CM search tool website and new CPT® 2021 codes and descriptions. This well-organized, intuitive approach begins with diagnosis coding before progressing to more in-depth coding of procedures and services. Separate chapters differentiate inpatient and outpatient coding as well as general and specific coding guidelines. Memorable examples, clearly defined terms and hundreds of printed and digital practice opportunities help you master concepts. You also work with computer-assisted coding cases and professional tools in preparation for professional coding credentials. A workbook and MindTap resources help you further prepare for coding success.

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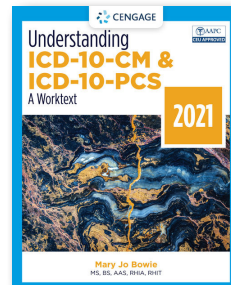
## UNDERSTANDING ICD-10-CM AND ICD-10-PCS, 6E

A Worktext, 2021

Mary Jo Bowie

© 2022, 608pp, Paperback, 9780357516843

### MindTap



Become proficient with the latest 2021 ICD-10-CM and ICD-10-PCS coding guidelines and new 2021 ICD-10 codes using Bowie's UNDERSTANDING ICD-10-CM AND ICD-10-PCS: A WORKTEXT, 2021 EDITION. This hands-on worktext is updated annually

to ensure the latest coverage of today's ICD-10-CM and ICD-10-PCS diagnostic and procedural coding system. New content presents codes for emerging issues, such as vaping and COVID-19. This edition's easy-to-follow approach reinforces your understanding with proven learning features. You immediately apply what you've learned with professionally focused exercises in this edition, expanded actual coding assignments and real case studies. Vivid color illustrations and digital links to medical research websites demonstrate how a thorough knowledge of anatomy and disease processes can increase coding accuracy. Use this trusted resource and accompanying MindTap online tools to prepare for certification exams as well as diagnostic and procedural coding success.

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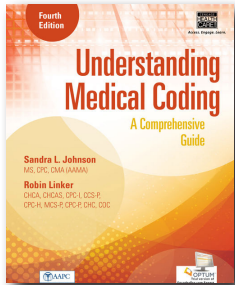
## UNDERSTANDING MEDICAL CODING, 4E

A Comprehensive Guide

*Sandra L. Johnson, Indiana University Southeast, New Albany, Indiana; Robin Linker, Robin Linker & Associates, Inc.*

© 2017, 704pp, Paperback, 9781305666153

MindTap eBook



Learn everything you need to know about medical coding with the practical and easy to understand UNDERSTANDING MEDICAL CODING: A COMPREHENSIVE GUIDE, 4E. Using clear, step-by-step instructions, you learn how to code a

claim correctly and link the correct CPT and ICD-10-CM codes for reimbursement. You gain an understanding of adjustments, how and when to bill patients, and what to do in case of a denial or rejection. Thoroughly updated coverage introduces the industry's new standard: ICD-10-CM. This edition also details CPT coding and modifiers with more code-specific information and a concentration on specialty coding and levels of coding. Case studies, practice exercises, tips, examples, charts, and photos help improve your performance and ensure that you are well prepared to succeed in a medical coding position in a variety of today's professional settings.

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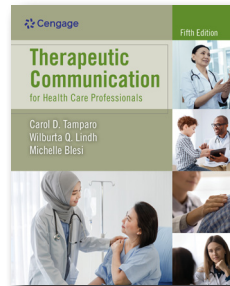
## REFERENCE

## THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, 5E

*Carol D. Tamparo, Lake Washington Technical College; Wilburta Q. Lindh, Highline Community College; Michelle Blesi, Century Community College*

© 2024, 336pp, Paperback, 9780357619018

MindTap eBook



Designed with you in mind, Tamparo/Lindh/Blesi's THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, 5th Edition, is the complete guide to patient interactions in today's clinical care settings. Effective

communication can ease patient anxiety, increase compliance and enhance health care interactions, especially when dealing with life-altering illness, death and dying, depression, substance use and abuse and other situations where patient behaviors can be unpredictable. In each chapter, you will explore caregivers' good and bad responses to stressful scenarios and techniques for improvement. Each chapter starts with a case study to bring life to the page and reinforces communication strategies with practice cases, boxed features, role-play exercises and questions throughout the text. No matter the situation you face on the job, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS can prepare you with the soft skills you need to think critically and help patients cope.

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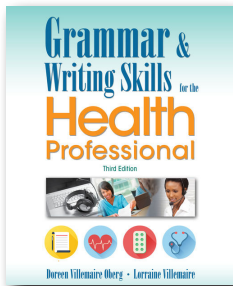
## WRITING

### GRAMMAR AND WRITING SKILLS FOR THE HEALTH PROFESSIONAL, 3E

*Doreen Villemaire; Lorraine Villemaire*

© 2018, 320pp, Paperback, 9781305945425

MindTap eBook



Extremely student friendly, GRAMMAR & WRITING SKILLS FOR THE HEALTH PROFESSIONAL, 3e, focuses on the fundamentals of grammar and writing to help you develop the skills to communicate clearly and effectively in real-world practice. An indispensable

resource the can be used during your schooling as well as you when enter your career, the text is divided into three modules. The first focuses on basic grammar (nouns, pronouns, verbs) and the second on more advanced topics (sentences and paragraphs). The third module helps you develop writing skills for medical reports, correspondence, emails, office meeting minutes, progress notes, charting, research, and brochures. The text's unique writing process can also be used for cover letters and resumes. In addition, the text includes current information on HIPAA, the Joint Commission, American Health Management Information Association, and much more, while real-world applications at the end of every section illustrate how chapter concepts relate to your future career.

## INTRODUCTION TO HEALTH SCIENCES / HEALTH OCCUPATIONS

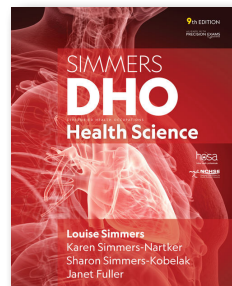
CAREER SUCCESS, EXPLORATION, PROFESSIONALISM

### DHO HEALTH SCIENCE, 9E

*Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak; Janet Fuller*

© 2022, Hardback, 9780357419991

MindTap eBook



The highly respected DHO HEALTH SCIENCE continues to provide an all-in-one resource to build student excitement about the vast possibilities for a future in healthcare as well as covering introductory knowledge and skills in the health science curriculum.

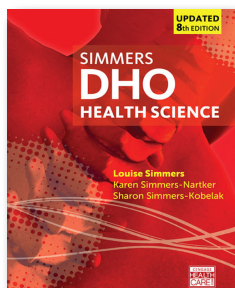
Organized in two parts, the text opens with foundational information required to enter a broad range of health professions, including infection control, first aid, legal requirements, and professionalism. Part two covers fundamental entry-level skills for a range of specific careers, including medical assisting, dental assisting, nursing assisting and more. Carefully revised to include current medical issues and technology from the Opioid Epidemic to frozen Stem Cells, the Ninth Edition is updated to current National Healthcare Foundation Standards, HIPPA and OBRA requirements, as well as HOSA student competitions. The ninth edition has also added NEW Case Study Investigations that bookend each chapter and offer students a chance to bring newly learned knowledge to help analyze patient scenarios and make recommendations.

## DHO HEALTH SCIENCE UPDATED, SOFT COVER, 8E

Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak

© 2019, 1040pp, Paperback, 9780357103081

### MindTap



The highly respected **DIVERSIFIED HEALTH OCCUPATIONS** is now **DHO HEALTH SCIENCE UPDATED**. The Eighth Edition of this trusted text continues to provide an all-in-one resource for introductory coursework in the health science

curriculum. Organized in two parts, the text opens with foundational information required to enter a broad range of health professions, including infection control, first aid, legal requirements, and professionalism. The second part covers fundamental entry-level skills for a range of specific careers, including medical assisting, dental assisting, and more. Carefully revised, the updated Eighth Edition includes information on the Patient Protection and Affordable Care Act, new nutritional guidelines from the U.S. Department of Agriculture, updates that correlate with the enhanced Enhanced National Healthcare Foundation Standards, and more to prepare you for success in today's high-demand health science careers.

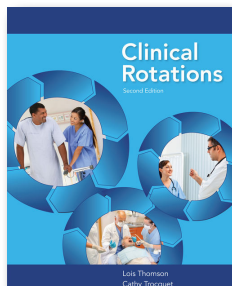
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## CLINICAL ROTATIONS, 2E

Lois Thomson, Cypress Creek High School, Houston, TX (Retired); Cathy Trocquet, Cypress Creek High School, Houston

© 2014, 288pp, Paperback, 9781111640507

### eBook



This highly practical guide to modern health care professions includes everything you need to complement classroom learning with real-world experience. Encompassing the entire health care system, this trusted resource includes dedicated

chapters on more than 20 clinical rotations. In addition to guidance on assisting and observing health care professionals across a wide variety of specialties and settings, the text includes tools and forms to help you plan, document, and assess your clinical experiences. Thoroughly updated to reflect today's dynamic health care industry, **CLINICAL ROTATIONS, Second Edition**, includes new content and photos in every chapter, online resources and electronic forms, and additional learning tools to help you transition from classroom study to career success.

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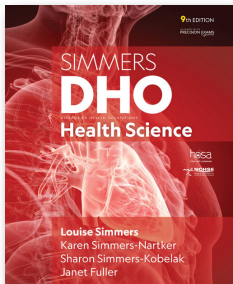
## INTRODUCTION / HEALTH OCCUPATIONS

### DHO HEALTH SCIENCE, 9E

Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak; Janet Fuller

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### MindTap eBook



The highly respected DHO HEALTH SCIENCE continues to provide an all-in-one resource to build student excitement about the vast possibilities for a future in healthcare as well as covering introductory knowledge and skills in the health science curriculum.

Organized in two parts, the text opens with foundational information required to enter a broad range of health professions, including infection control, first aid, legal requirements, and professionalism. Part two covers fundamental entry-level skills for a range of specific careers, including medical assisting, dental assisting, nursing assisting and more. Carefully revised to include current medical issues and technology from the Opioid Epidemic to frozen Stem Cells, the Ninth Edition is updated to current National Healthcare Foundation Standards, HIPPA and OBRA requirements, as well as HOSA student competitions. The ninth edition has also added NEW Case Study Investigations that bookend each chapter and offer students a chance to bring newly learned knowledge to help analyze patient scenarios and make recommendations.

### INTRODUCTION TO HEALTH CARE, 5E

Lee Haroun; Dakota Mitchell, Kaiser Permanente (retired)

© 2021, 640pp, Paperback, 9780357123072

### MindTap eBook



Preparing you for real-world practice, Haroun/Mitchell's INTRODUCTION TO HEALTH CARE, Fifth Edition, provides an easy-to-read introduction to the foundational skills necessary for a range of health care professions. Emphasizing core health

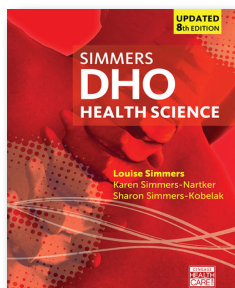
care competencies -- communication, infection control and professionalism -- the text delivers thorough coverage of both the soft skills and basic clinical skills needed by those entering health care training programs or considering a career in health care. Its unique five-step problem-solving model helps you "think like a health care professional" and sharpen your critical thinking skills, while numerous hands-on activities enable you to put chapter concept into practice. Completely up to date, it reflects the latest research and includes expansive coverage of such emerging issues as the opioid crisis, precision/personalized medicine, suicide prevention, health disparities, patient rights and much more. Also available: MindTap digital learning solution.

## DHO HEALTH SCIENCE UPDATED, SOFT COVER, 8E

*Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak*

© 2019, 1040pp, Paperback, 9780357103081

### MindTap



The highly respected **DIVERSIFIED HEALTH OCCUPATIONS** is now **DHO HEALTH SCIENCE UPDATED**. The Eighth Edition of this trusted text continues to provide an all-in-one resource for introductory coursework in the health science

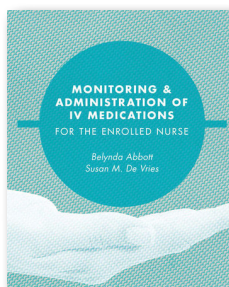
curriculum. Organized in two parts, the text opens with foundational information required to enter a broad range of health professions, including infection control, first aid, legal requirements, and professionalism. The second part covers fundamental entry-level skills for a range of specific careers, including medical assisting, dental assisting, and more. Carefully revised, the updated Eighth Edition includes information on the Patient Protection and Affordable Care Act, new nutritional guidelines from the U.S. Department of Agriculture, updates that correlate with the enhanced Enhanced National Healthcare Foundation Standards, and more to prepare you for success in today's high-demand health science careers.

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## MONITORING AND ADMINISTRATION OF IV MEDICATIONS FOR THE ENROLLED NURSE

*Belynda Abbott; Susan M De Vries, ACU Brisbane*

© 2016, 144pp, Spiral, 9780170261517



Study this challenging and critical area using a trusted resource. Mapped to HLTENN007 - Administer and monitor medicines and intravenous therapy, **Monitoring and Administration of IV Medications for the Enrolled Nurse** incorporates all

appropriate state and national legislation regarding scope of practice and according to ANMC review. This practical manual is spiral bound for use in classroom and clinical settings. Now you have access to latest theory, packed with practical cases, examples and medicines, and backed with student resources to revise outside of the classroom. To access your Student Website, please visit <https://get.ga/9780170261517>

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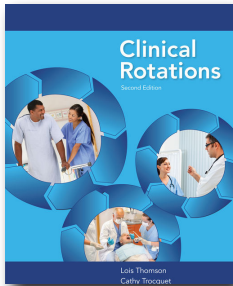


## CLINICAL ROTATIONS, 2E

Lois Thomson, *Cypress Creek High School, Houston, TX (Retired)*; Cathy Trocquet, *Cypress Creek High School, Houston*

© 2014, 288pp, Paperback, 9781111640507

### eBook



This highly practical guide to modern health care professions includes everything you need to complement classroom learning with real-world experience. Encompassing the entire health care system, this trusted resource includes dedicated

chapters on more than 20 clinical rotations. In addition to guidance on assisting and observing health care professionals across a wide variety of specialties and settings, the text includes tools and forms to help you plan, document, and assess your clinical experiences. Thoroughly updated to reflect today's dynamic health care industry, CLINICAL ROTATIONS, Second Edition, includes new content and photos in every chapter, online resources and electronic forms, and additional learning tools to help you transition from classroom study to career success.

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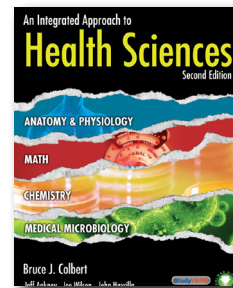
## AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E

Anatomy and Physiology, Math, Chemistry and Medical Microbiology

Bruce J. Colbert, *University of Pittsburgh at Johnstown*; Jeff Ankney; Joe Wilson; John Havrilla

© 2012, 448pp, Hardback, 9781435487642

### eBook



Unlike any other resource on the market, AN INTEGRATED APPROACH TO HEALTH SCIENCES, 2E takes an all-in-one approach to preparing learners for careers in the health care industry. The book identifies the four basic building blocks of

Health Sciences: anatomy and physiology, math, chemistry, and medical microbiology, and then presents them in the context of health professions. Medical terminology and physics concepts are also covered. Rich illustrations, theory, practical applications, and humorous anecdotes all join together to help learners connect with the material as they learn it, fostering increased retention and comprehension. As a result, learners will gain valuable knowledge while also getting access to an insider look at health careers through the book's professional profiles. Exercises and case studies complement the comprehensive coverage and sharpen critical thinking skills, making this a complete package for anyone aiming to develop a solid foundational knowledge in the health sciences. And although the textbook can stand alone, it has capabilities for enhancements with a rich array of extra resources that include videos, animations, interactive games, study questions and a workbook with activities.

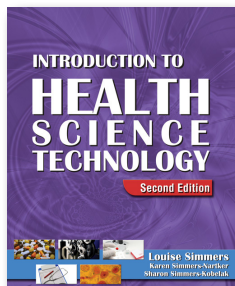
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## INTRODUCTION TO HEALTH SCIENCE TECHNOLOGY, 2E

Louise Simmers

© 2009, 656pp, Hardback, 9781418021221

### eBook



Based on the best-selling Diversified Health Occupations, Introduction to Health Science Technology provides the health science technology student with basic entry level knowledge required for a variety of health care careers, including medical

terminology, basic anatomy and physiology, computer training, leadership, team building skills and in-depth medical math. It is also a highly practical resource that covers the core information needed to pursue a career in health care, from an introduction to the health care industry to descriptions of health-related careers to legal and ethical responsibilities of health care workers. Carefully revised with new photos throughout, the second edition includes updated information on the Food Guide Pyramid, infection control information, standards for blood pressure that concur with AMA and AHA recommendations, and much more.

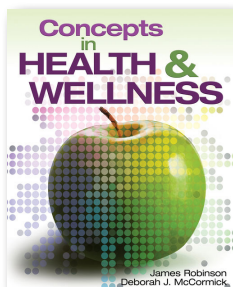
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## PERSONAL HEALTH / WELLNESS

### CONCEPTS IN HEALTH AND WELLNESS

James Robinson III, Ed.D, FAAHE, New Mexico State University;  
Deborah J. McCormick, Ph.D., Northern Arizona University

© 2011, 576pp, Paperback, 9781418055417



CONCEPTS IN HEALTH AND WELLNESS is an inviting and straightforward book that will provide you with essential personal health information you can use to develop a lifetime of wellness skills. It will help you develop the knowledge and motivation you need to

maintain wellness throughout adulthood and will provide you with meaningful literary support for class instruction. More importantly, this book will empower you with the skills to access credible health and wellness information now and in the years to come. Each chapter contains special features that enhance the textual material and engage the reader through application exercises.

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# MANAGEMENT

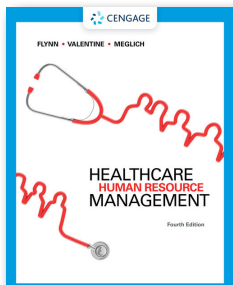
## HUMAN RESOURCE MANAGEMENT

### HEALTHCARE HUMAN RESOURCE MANAGEMENT, 4E

Walter J. Flynn, *Saint Mary's University of Minnesota*; Sean Valentine, *University of North Dakota*; Patricia Meglich, *University of Nebraska at Omaha*

© 2022, 448pp, Hardback, 9780357512449

#### eBook



Master the unique aspects of healthcare HRM that are most relevant to your success with Flynn/Valentine/Meglich's HEALTHCARE HUMAN RESOURCE MANAGEMENT, 4E. This edition's focused, specialized approach is

ideal -- whether you are preparing to work in healthcare or are currently a healthcare practitioner, consultant and managerial professional seeking to advance. This distinctive approach provides the most current, topical information on healthcare management in today's ever-changing industry. The latest organizational examples, scenarios and illustrations keep you ahead of the curve, while thorough discussions explore the rising demand for healthcare professionals against the backdrop of worker shortages and the continuing national debate on healthcare reform. Equip yourself with best practices as this edition examines how challenges, such as the COVID-19 pandemic response, drug and alcohol use by healthcare employees and medical errors, impact HR function.

# MATHEMATICS

## MATHEMATICS

### PRACTICAL PROBLEMS IN MATH FOR HEALTH SCIENCE CAREERS, 3E

Louise Simmers; Karen Simmers-Nartker; Sharon Simmers-Kobelak

© 2013, 368pp, Paperback, 9781111540388

#### eBook



PRACTICAL PROBLEMS IN MATHEMATICS FOR HEALTH SCIENCE CAREERS, 3RD EDITION familiarizes you with essential math processes using real-life examples and straightforward instruction. Using a word problem

format, this text starts you off with simple examples, and then progresses to complex paradigms at a comfortable pace. Plus, it focuses on the mathematical situations that you're likely to encounter in the health care field, including problems involving medications, intravenous solutions, and other emulsions. No matter which area of Allied Health you're interested in, updated and expanded Practical Problems In Mathematics For Health Science Careers, 3rd Edition is the resource you'll use for years to come.

# MEDICAL ASSISTING

## ADMINISTRATIVE MEDICAL ASSISTING

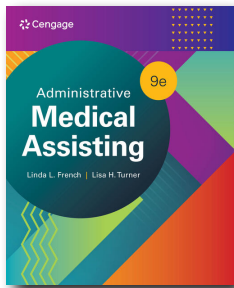
**NEW EDITION**

### ADMINISTRATIVE MEDICAL ASSISTING, 9E

Linda L. French, *Simi Valley Adult School and Career Institute*;  
Lisa H. Turner, *Southern Union State Community College*

© 2024, 864pp, Paperback, 9780357765272

MindTap **eBook**



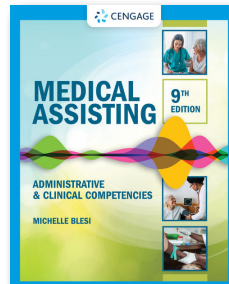
Develop 21st-century professional skills with ADMINISTRATIVE MEDICAL ASSISTING, Ninth Edition! This streamlined learning package provides step-by-step guidance to help you master front-office medical assisting and office management, while honing

the critical-thinking and job skills you'll need for success as an allied health professional. The text features detailed coverage of fundamental administrative competencies, including professional responsibilities, interpersonal and written communications, records management, financial administration and office management. Simulated test questions, mapped competencies and updated certification standards add depth to every chapter and help you prepare for certification exams. New and revised content keeps you up-to-date on key developments in the field, including the newest requirements for electronic technology, insurance regulations, coding, health care reform, legal compliance and much more. Robust and reader-friendly, this trusted guide is essential reading for medical assistants who want to succeed in today's allied health careers.

MEDICAL ASSISTING, 9E  
Administrative & Clinical Competencies  
Michelle Blesi, *Century College*

© 2022, 1488pp, Hardback, 9780357502815

MindTap



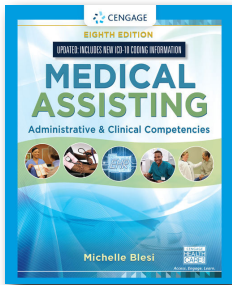
Strengthen your knowledge base as well as the critical skills and behaviors needed to become a successful entry-level medical assistant with Blesi's **MEDICAL ASSISTING: ADMINISTRATIVE AND CLINICAL COMPETENCIES, 9E.**

Clear and easy to understand, this streamlined edition now includes a complete, updated section on the structure and function of body systems with current medical terminology presented in context. Updates highlight the latest information in nutrition, the Affordable Care Act (ACA), ICD-10 and electronic health records. Expanded content focuses on increasing your personal effectiveness as you study professionalism, teamwork and time management. New chapters also discuss geriatrics and mental health -- topics of growing importance. You examine the latest procedures as you increase your general, administrative and clinical competencies. MindTap digital resources help you further develop a competitive advantage as you pursue a career in medical assisting today.

**MEDICAL ASSISTING, 8E**  
Administrative & Clinical Competencies (Update)  
*Michelle Blesi, Century College*

© 2018, 1488pp, Hardback, 9781337909815

MindTap **eBook**



Clear and easy to understand, **MEDICAL ASSISTING: ADMINISTRATIVE AND CLINICAL COMPETENCIES UPDATE**, Eighth Edition delivers all of the knowledge base, skills, and behaviors required for an entry-level

medical assistant, including a comprehensive updated section on the structure and function of body systems. The book has been streamlined and updated to include the latest in Nutrition, the Affordable Care Act (ACA), ICD-10, updated electronic health records throughout the entire text, as well as personal effectiveness topics such as, professionalism, teamwork and time management. Updated and innovative, the 8th edition of *Medical Assisting: Administrative and Clinical Competencies* uses multiple in-text features and exclusive technology products to prepare you for a successful career in medical assisting, and give you an advantage in today's competitive marketplace. The updated printing of the eighth edition includes new ICD-10 coding information, as well as revised and updated coding content.

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**MEDICAL ASSISTING, 8E**  
Administrative and Clinical Competencies  
*Michelle Blesi, Century College*

© 2017, 1456pp, Hardback, 9781305110700

MindTap **eBook**



This comprehensive text helps readers develop the critical cognitive (knowledge base), psychomotor (skills), and affective (behaviors) competencies that entry-level medical assistants need to succeed.

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## CLINICAL MEDICAL ASSISTING

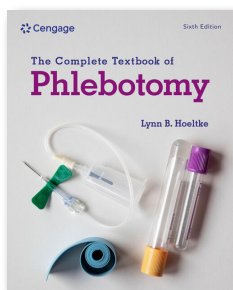
**NEW EDITION**

### THE COMPLETE TEXTBOOK OF PHLEBOTOMY, 6E

*Hoeltke*

© 2025, 480pp, Paperback, 9780357932797

#### MindTap



Hoeltke's THE COMPLETE TEXTBOOK OF PHLEBOTOMY, Sixth Edition is fully updated and revised to meet the most current certification standards and be consistent with the latest Clinical Laboratory Standards Institute (CLSI) guidelines

and best-practice standards. The content has been reorganized and expanded to include learning objectives and end-of-chapter reviews. Topics such as donor blood collection and point-of-care collection have been added to better prepare students for career success. Organized in an easy-to-follow format, the Sixth Edition provides more than 20 clear, step-by-step procedures with related laboratory processes critical to building students' knowledge and confidence.

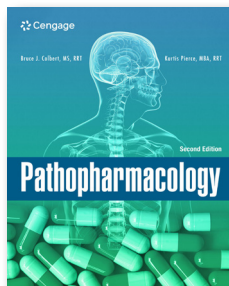
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### PATHOPHARMACOLOGY, 2E

*Bruce J. Colbert, University of Pittsburgh at Johnstown; Kurtis Pierce, University of Pittsburgh at Johnstown*

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#### MindTap



Instead of relying on mass memorization, Colbert/Pierce's PATHOPHARMACOLOGY, Second Edition, helps you truly learn and internalize pharmacology and pathophysiology concepts -- for long-term professional success. An engaging writing style makes even

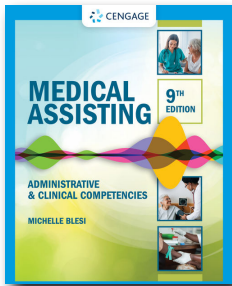
complex topics easy to understand, while real clinical connections highlight the interrelatedness and relevancy of what you are learning. Analogies and learning hints are integrated throughout. For example, Chapter 13 uses a snarling dog illustration to show the sympathetic responses of the nervous system. Now you "know" that when the sympathetic nervous system is stimulated, pupils dilate to get more light in to see the situation and heart rate and breathing increase to get more oxygen to ready muscles for fight or flight. Reading this story makes understanding the autonomic responses easier than memorizing a list. Also available: MindTap.

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**MEDICAL ASSISTING, 9E**  
 Administrative & Clinical Competencies  
 Michelle Blesi, Century College

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Strengthen your knowledge base as well as the critical skills and behaviors needed to become a successful entry-level medical assistant with Blesi's **MEDICAL ASSISTING: ADMINISTRATIVE AND CLINICAL COMPETENCIES, 9E**.

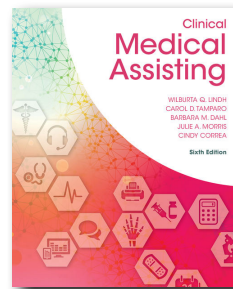
Clear and easy to understand, this streamlined edition now includes a complete, updated section on the structure and function of body systems with current medical terminology presented in context. Updates highlight the latest information in nutrition, the Affordable Care Act (ACA), ICD-10 and electronic health records. Expanded content focuses on increasing your personal effectiveness as you study professionalism, teamwork and time management. New chapters also discuss geriatrics and mental health -- topics of growing importance. You examine the latest procedures as you increase your general, administrative and clinical competencies. MindTap digital resources help you further develop a competitive advantage as you pursue a career in medical assisting today.

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**CLINICAL MEDICAL ASSISTING, 6E**  
 Wilburta Q. Lindh, Highline Community College; Carol D. Tamparo; Barbara M. Dahl, Whatcom Community College, Bellingham, Washington; Julie Morris

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In today's dynamic health care environment, medical assistants are playing an increasingly important role. **CLINICAL MEDICAL ASSISTING, Sixth Edition**, helps you gain the knowledge and skills needed to succeed in this rewarding, rapidly growing

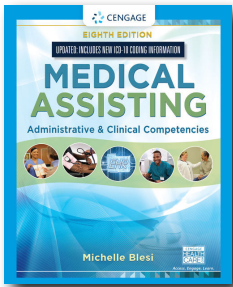
field. Known for its thorough coverage, extensive technical detail, and accurate, up-to-date content, this proven text book covers laboratory and clinical tasks as well as general information on medical law, ethics and bioethics, and management skills. Students will find the chapters on employment strategies and entry into the profession packed with current information and guidance tips. In addition, chapter material and learning objectives are clearly mapped to the most current accreditation standards and CLIA-waived procedures, with an increased focus on professionalism and personal effectiveness, competencies to help you hone practical, real-world skills and prepare for certification. The text also supports effective learning with a variety of online resources to help you make the most of your time in the classroom and beyond. Upon graduation you will find the chapters on professionalism, law and ethics, communication and transitioning from a student to a professional medical assistant extremely helpful as you begin your externship and career.

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**MEDICAL ASSISTING, 8E**  
Administrative & Clinical Competencies (Update)  
*Michelle Blesi, Century College*

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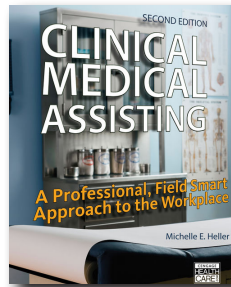
medical assistant, including a comprehensive updated section on the structure and function of body systems. The book has been streamlined and updated to include the latest in Nutrition, the Affordable Care Act (ACA), ICD-10, updated electronic health records throughout the entire text, as well as personal effectiveness topics such as, professionalism, teamwork and time management. Updated and innovative, the 8th edition of *Medical Assisting: Administrative and Clinical Competencies* uses multiple in-text features and exclusive technology products to prepare you for a successful career in medical assisting, and give you an advantage in today's competitive marketplace. The updated printing of the eighth edition includes new ICD-10 coding information, as well as revised and updated coding content.

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More than ever before, medical assistants today must perform complex tasks, possess strong computer and patient screening skills, and communicate effectively with patients and other medical professionals.

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*Michelle Blesi, Century College*

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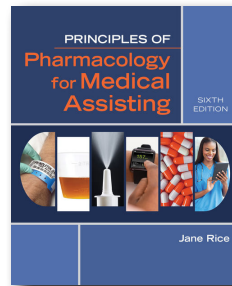
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*Jane Rice, Georgia Northwestern Technical College*

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**MindTap eBook**



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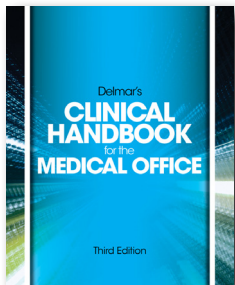
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## DELMAR LEARNING'S CLINICAL HANDBOOK FOR THE MEDICAL OFFICE, SPIRAL BOUND VERSION, 3E

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Delmar's CLINICAL HANDBOOK FOR THE MEDICAL OFFICE, 3rd Edition explains the medical assisting duties performed in offices and clinical settings today. Organized in a chart format for quick reference and easy reading, the book explores

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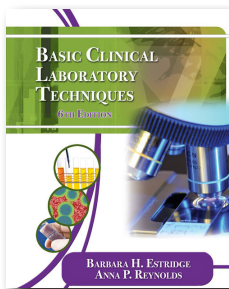
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## BASIC CLINICAL LABORATORY TECHNIQUES, 6E

*Barbara H. Estridge, Auburn University; Anna P. Reynolds, Auburn University*

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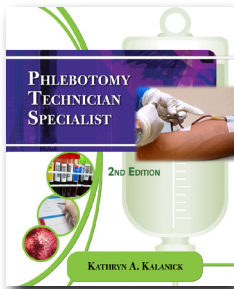
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## PHLEBOTOMY TECHNICIAN SPECIALIST, 2E

Kathryn A. Kalanick

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PHLEBOTOMY TECHNICIAN SPECIALIST, 2E offers the most comprehensive information available in order to expertly perform phlebotomy tasks. Whether you are already a Medical Laboratory Technician or are cross training from another branch

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## COMPREHENSIVE MEDICAL ASSISTING

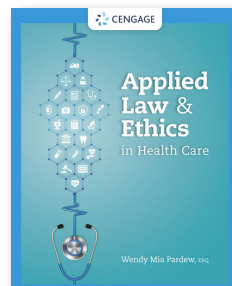
### NEW

## APPLIED LAW AND ETHICS IN HEALTH CARE

Myrtle R. Flight, *Blue Hills Regional Technical School, Canton, MA*; Wendy Mia Pardew, *Principal, L3Harris Technologies, Inc.*

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Up to date with current information on the latest health care regulations and technology, APPLIED LAW AND ETHICS IN HEALTH CARE, First Edition, prepares you to navigate the legal and ethical dilemmas you may face as a health care professional

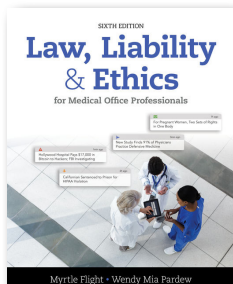
working in a medical environment. Beginning with an overview of business-related issues and the court system, the text proceeds to cover the standard of care, employment, criminal and tortious acts, contractual issues, negligence, medical malpractice and other important matters of law. The second half of the text delves into the ethical concerns present in medical practices, including patient confidentiality, health records, professional ethics and issues associated with patient births and deaths. A practical resource for both novices and seasoned professionals, the text features real-life cases and news stories to ground you in relevant laws and ethical issues, along with activities to hone your own critical-thinking and decision-making skills. This thoughtful, thorough guide can help you understand your legal and ethical obligations, when to seek legal advice, how to work with the legal profession and how to protect yourself and your future employers from medical malpractice and other legal risks.

## LAW, LIABILITY, AND ETHICS FOR MEDICAL OFFICE PROFESSIONALS, 6E

Myrtle R. Flight, *Blue Hills Regional Technical School, Canton, MA*; Wendy Mia Pardew, *Principal, L3Harris Technologies, Inc.*

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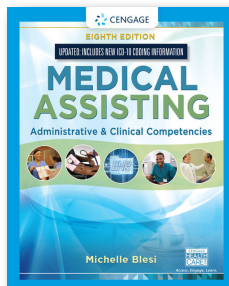
environments. Beginning with business-related issues and the court system, chapters next take readers through the standard of care, employment, criminal and tortious acts, contractual issues, negligence, medical malpractice, and other important matters of law. The second half of the book delves into the ethical concerns present in medical practices, including patient confidentiality, health records, professional ethics, and the issues associated with patient births and deaths. A practical resource for novices and seasoned professionals, the book also offers real-life cases and news stories to ground readers in relevant laws and ethical issues, along with chapter-ending activities to practice their own decision-making skills. Thoughtful and thorough, **LAW, LIABILITY, AND ETHICS FOR MEDICAL OFFICE PROFESSIONALS, SIXTH EDITION** shows medical assisting students their legal and ethical obligations, when to seek legal advice and how to work with the legal profession, and how to protect themselves and their future employers from medical malpractice and other complaints.

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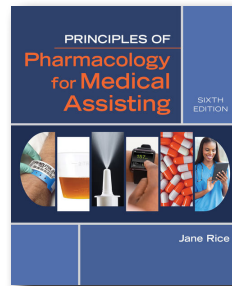
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**PRINCIPLES OF PHARMACOLOGY  
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*Jane Rice, Georgia Northwestern Technical College*

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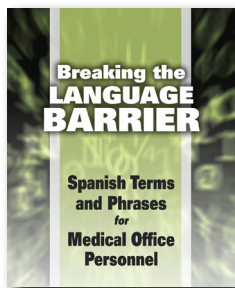
## BREAKING THE LANGUAGE BARRIER

Spanish Terms and Phrases for Medical Office Personnel

*Sandra Marmolejo Romero*

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Designed as a quick reference, **BREAKING THE LANGUAGE BARRIER: SPANISH TERMS AND PHRASES FOR MEDICAL PERSONNEL** provides key medical terminology that makes it easier to communicate with the Spanish-speaking patient.

This is more than an English-Spanish translation dictionary, content includes bilingual information for greeting and scheduling, patient registration, intake and examinations, insurance and billing, referrals, protected health information, infection control, durable medical equipment, lab tests and special procedures, and health education—all in a convenient guide you can fit in your pocket! Full-color anatomical illustrations, labeled in Spanish and English, serve as a handy reference to help patients communicate their needs and concerns. Chapters open with an alphabetical list of common medical terms in English accompanied by Spanish translations. The chapters then address topic-related questions and phrases most commonly experienced by medical personnel when communicating with the patient. Color-coded tabs identify the four main units of the guide for quick and easy access.

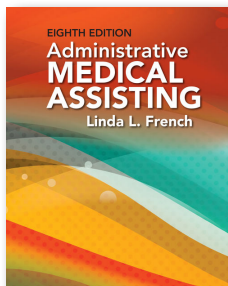
## COMPUTERS IN THE MEDICAL OFFICE

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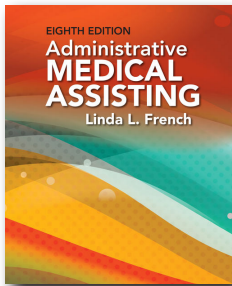
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## EXAM REVIEW

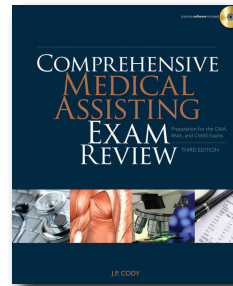
### COMPREHENSIVE MEDICAL ASSISTING EXAM REVIEW, 3E

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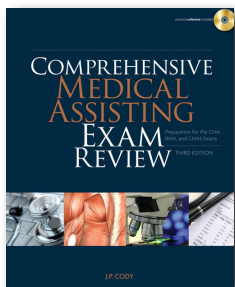
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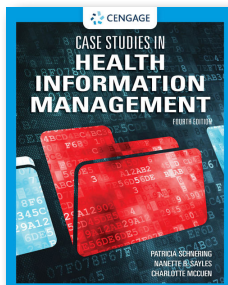
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## HEALTH INFORMATION MANAGEMENT ESSENTIALS

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Patricia Schnering; Nanette B. Sayles, *East Central College*; Charlotte McCuen

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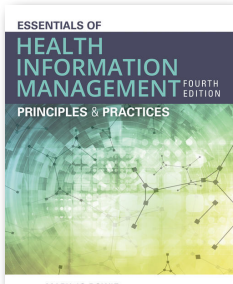
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Mary Jo Bowie

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Interactive exercises in this manual are designed for use with EHR Go software. EHR Go software is not included (separate subscription required).

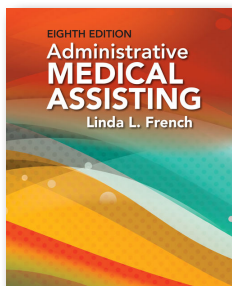
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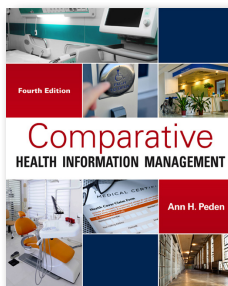
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## COMPARATIVE HEALTH INFORMATION MANAGEMENT, 4E

Ann Peden, *University of Mississippi Medical Center*

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Break into the exciting field of HIM with COMPARATIVE HEALTH INFORMATION MANAGEMENT, 4e! Whether you see yourself working in a hospital, clinic, or office, this text can help you find the ideal career. Chapters explore a variety of settings, including

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## HUMAN BEHAVIOR

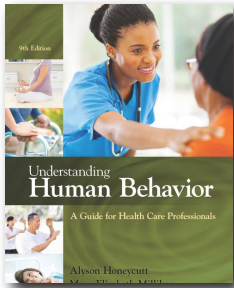
### UNDERSTANDING HUMAN BEHAVIOR, 9E

A Guide for Health Care Professionals

*Alyson Honeycutt; Mary Elizabeth Milliken*

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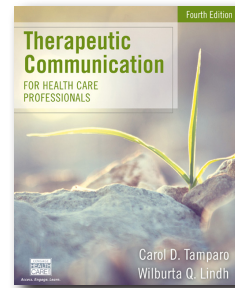
the latest industry trends and examples, the text offers streamlined coverage that spans a broad but valuable range of important mental health topics -- as well as their implications for you as a health care professional. It includes new coverage of cultural bias and cultural competence; developmental disorders; trauma-informed care; drug use in the U.S.; alternative, complementary, and integrative medicine; stress-management techniques; and much more. Presenting both client and caregiver perspectives, this powerful resource explores the behaviors, emotions, and coping mechanisms you may encounter in a variety of health care situations and settings. Practical examples and activities help you apply what you learn to real-world scenarios.

### THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, 4E

*Carol D. Tamparo; Wilburta Q. Lindh, Highline Community College*

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Redesigned with you in mind, **THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, Fourth Edition** is the complete guide to patient interactions in today's clinical care settings. Effective communication can ease

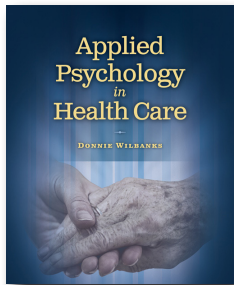
patient anxiety, increase compliance, and enhance health care interactions for all, especially when dealing with life-altering illness, death and dying, depression, substance abuse, and other situations where patient behaviors can be unpredictable. Inside each chapter, you will explore both the good and bad responses caregivers have to stressful scenarios, as well as techniques for improvement. And every chapter starts with a case study to bring life to the page, then reinforces communication strategies with more practice cases, boxed features, role-play exercises, and questions as you go. No matter the situation you face on the job, **THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, Fourth Edition** can prepare you with the soft skills you need to think critically on your feet and help patients cope.

## APPLIED PSYCHOLOGY IN HEALTH CARE

Donnie J. Wilbanks

© 2009, 176pp, Paperback, 9781418053482

### eBook



Applying the basics of psychology to provide caregivers with an understanding of the mental health of patients and themselves, *Applied Psychology in Health Care* prepares health care workers to effectively communicate and provide

superior patient care. In its approach to human understanding, this book is a valuable resource to anyone involved in a helping relationship, as a helper or as a client. With 18 years of social work and counseling experience, the author brings a wealth of experience and offers proven skills that can be practiced and developed to enhance the provider's caretaking ability. Application sections present listening and communication skills for each area of specialization to improve health care at all levels.

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## LAW & ETHICS

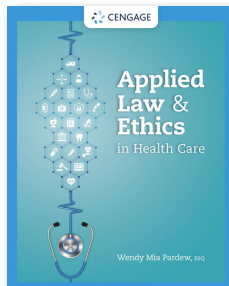
### NEW

## APPLIED LAW AND ETHICS IN HEALTH CARE

Myrtle R. Flight, *Blue Hills Regional Technical School, Canton, MA*; Wendy Mia Pardew, *Principal, L3Harris Technologies, Inc.*

© 2023, 352pp, Paperback, 9780357623879

### MindTap



Up to date with current information on the latest health care regulations and technology, *APPLIED LAW AND ETHICS IN HEALTH CARE*, First Edition, prepares you to navigate the legal and ethical dilemmas you may face as a health care professional

working in a medical environment. Beginning with an overview of business-related issues and the court system, the text proceeds to cover the standard of care, employment, criminal and tortious acts, contractual issues, negligence, medical malpractice and other important matters of law. The second half of the text delves into the ethical concerns present in medical practices, including patient confidentiality, health records, professional ethics and issues associated with patient births and deaths. A practical resource for both novices and seasoned professionals, the text features real-life cases and news stories to ground you in relevant laws and ethical issues, along with activities to hone your own critical-thinking and decision-making skills. This thoughtful, thorough guide can help you understand your legal and ethical obligations, when to seek legal advice, how to work with the legal profession and how to protect yourself and your future employers from medical malpractice and other legal risks.

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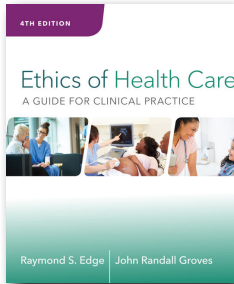
## ETHICS OF HEALTH CARE, 4E

A Guide for Clinical Practice

Raymond S. Edge, *Dean, School of Health Professions (Retired), Maryville University – Saint Louis; John Randall Groves, Ferris State University*

© 2018, 416pp, Paperback, 9781285854182

### MindTap eBook



Designed for students pursuing careers in a variety of health care programs, **ETHICS OF HEALTH CARE: A GUIDE FOR CLINICAL PRACTICE, 4e**, equips you with the tools you need to make legal and ethical decisions in real-world practice. The text

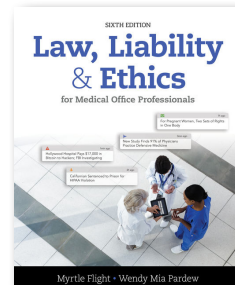
teaches you the language of the legal system and biomedical ethics while emphasizing critical thinking, problem solving and professional behavior. The first four chapters provide the foundational knowledge you need to understand the legal system and ethical theory as it relates to health care practice. Later chapters build on these concepts as you explore ethical and legal health care controversies through a wide variety of issues such as reproductive health, organ donation, physician assisted dying, ethical allocation of health care, cloning, genetics, and human enhancements. Each chapter also includes legal and ethical case studies to help you put what you learn into practice.

## LAW, LIABILITY, AND ETHICS FOR MEDICAL OFFICE PROFESSIONALS, 6E

Myrtle R. Flight, *Blue Hills Regional Technical School, Canton, MA; Wendy Mia Pardew, Principal, L3Harris Technologies, Inc.*

© 2018, 368pp, Paperback, 9781305972728

### MindTap eBook



Updated to reflect new health care regulations and technology, **LAW, LIABILITY, AND ETHICS FOR MEDICAL OFFICE PROFESSIONALS, SIXTH EDITION** prepares future medical assistants for the legal and ethical dilemmas they'll face in medical

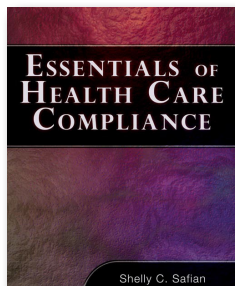
environments. Beginning with business-related issues and the court system, chapters next take readers through the standard of care, employment, criminal and tortious acts, contractual issues, negligence, medical malpractice, and other important matters of law. The second half of the book delves into the ethical concerns present in medical practices, including patient confidentiality, health records, professional ethics, and the issues associated with patient births and deaths. A practical resource for novices and seasoned professionals, the book also offers real-life cases and news stories to ground readers in relevant laws and ethical issues, along with chapter-ending activities to practice their own decision-making skills. Thoughtful and thorough, **LAW, LIABILITY, AND ETHICS FOR MEDICAL OFFICE PROFESSIONALS, SIXTH EDITION** shows medical assisting students their legal and ethical obligations, when to seek legal advice and how to work with the legal profession, and how to protect themselves and their future employers from medical malpractice and other complaints.

## ESSENTIALS OF HEALTHCARE COMPLIANCE

Shelley C. Safian

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### eBook



Essentials of Health Care Compliance provides you with the knowledge and skills necessary to understand how a formal compliance program is implemented at a health care facility. Managing several staff members and keeping a health care

practice compliant with federal, state, and local statutes and regulations is a challenging job. Real-world examples and the author's hands-on approach will help you visualize yourself on-the-job, using the knowledge you have gained from this book to meet these challenges.

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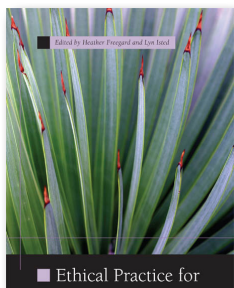
## LEGAL & ETHICS

## ETHICAL PRACTICE FOR HEALTH PROFESSIONALS, 2E

Heather Freeguard, Curtin Centre for Research on Ageing; Lyn Isted, Curtin University of Technology

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### eBook



Within an Australian and New Zealand context, the second edition of Ethical Practice for Health Professionals emphasises the inter-professional nature of current health practice and demonstrates how technical competence can be used for the greatest

good to bring about health service based on respect and trust. The extensive list of Australian authors includes recognised authorities from a broad array of professional, clinical, and academic fields. They write in inclusive, accessible language which will engender enthusiasm for ethical professional practice among students and practitioners. This customised eBook has been created with the content you need for your studies. Due to the process used to produce this customised eBook, it doesn't offer the same functionality available in other Cengage eBooks, including read aloud and copy text.

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## MEDICAL INSURANCE, BILLING AND CODING

### UNDERSTANDING ICD-10-CM AND ICD-10-PCS, 3E

A Worktext, Spiral bound Version (with Cengage  
EncoderPro.com Demo Printed Access Card)

Mary Jo Bowie

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#### MindTap eBook



Completely updated to the 2016 ICD-10-CM and ICD-10-PCS coding guidelines and packed with practical applications, Bowie's UNDERSTANDING ICD-10-CM AND ICD-10-PCS: A WORKTEXT, 3E delivers a comprehensive presentation of the ICD-10-

CM and ICD-10-PCS diagnostic and procedural coding system.

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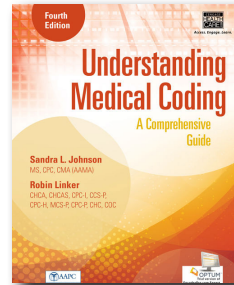
### UNDERSTANDING MEDICAL CODING, 4E

A Comprehensive Guide

Sandra L. Johnson, *Indiana University Southeast, New Albany, Indiana*; Robin Linker, *Robin Linker & Associates, Inc.*

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#### MindTap eBook



Learn everything you need to know about medical coding with the practical and easy to understand UNDERSTANDING MEDICAL CODING: A COMPREHENSIVE GUIDE, 4E. Using clear, step-by-step instructions, you learn how to code a

claim correctly and link the correct CPT and ICD-10-CM codes for reimbursement. You gain an understanding of adjustments, how and when to bill patients, and what to do in case of a denial or rejection. Thoroughly updated coverage introduces the industry's new standard: ICD-10-CM. This edition also details CPT coding and modifiers with more code-specific information and a concentration on specialty coding and levels of coding. Case studies, practice exercises, tips, examples, charts, and photos help improve your performance and ensure that you are well prepared to succeed in a medical coding position in a variety of today's professional settings.

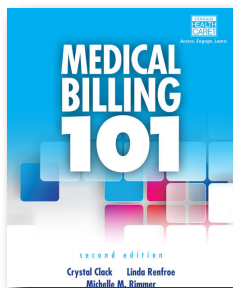
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## MEDICAL BILLING 101, 2E

*Michelle M. Rimmer, CHI; Linda Renfro, Instructor, Tacoma Community College, Tacoma, Washington; Michelle M. Rimmer, CHI*

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Learn the basics of physician-based medical billing with MEDICAL BILLING 101, 2E. Clear and practical guidelines introduce you to the job responsibilities and basic processes in the medical billing world. Case studies and software tools like

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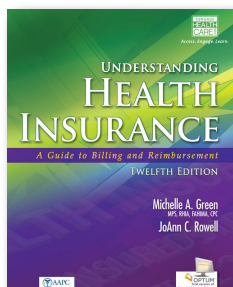
## UNDERSTANDING HEALTH INSURANCE, 12E

A Guide to Billing and Reimbursement (with Premium Website, 2 terms (12 months) Printed Access Card for Cengage EncoderPro.com Demo)

*Michelle A. Green*

© 2015, 832pp, Paperback, 9781285737522

### MindTap eBook



Updated with the latest code sets, guidelines, and claim forms, UNDERSTANDING HEALTH INSURANCE: A GUIDE TO BILLING AND REIMBURSEMENT, 12th Edition, is essential for anyone preparing for a career in medical billing.

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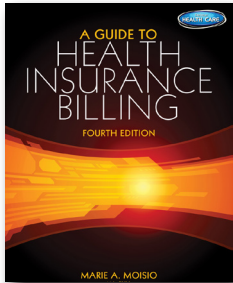


## A GUIDE TO HEALTH INSURANCE BILLING, 4E

Marie A. Moisis, MA, RHIA, Northern Michigan University (Emerita)

© 2014, 640pp, Paperback, 9781285193588

### eBook



Prepare for career success with this trusted introduction to the world of health insurance billing and the dynamic, growing field of health information management. *A GUIDE TO HEALTH INSURANCE BILLING*, Fourth Edition, provides a thorough,

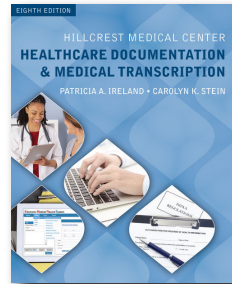
practical overview of key principles and current practices, from patient registration to claims submission. Now updated to reflect the latest trends, technology, terminology, legal and regulatory guidelines, and coding systems—including ICD-10—the new edition also features a dynamic full-color layout. The text also includes abundant exercises, examples, case studies, and activities focused on real-world applications, including step-by-step procedures for generating, processing, and submitting health insurance claims to commercial, private, and government insurance programs. An access code for SimClaim interactive online billing software is also provided; this program puts your skills to the test with case studies that require form completion.

## MEDICAL TRANSCRIPTION

HILLCREST MEDICAL CENTER, 8E  
Healthcare Documentation and Medical Transcription  
Patricia A. Ireland, Mildred Elley Online Online; Carrie Stein

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### MindTap eBook



This innovative text uses a simulation approach to give readers interested in healthcare documentation and medical transcription careers a working knowledge of medical reports common in both acute and chronic care settings. Readers have

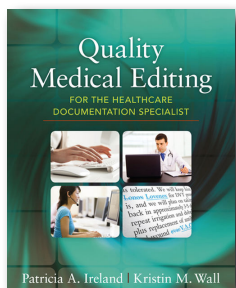
access to transcription of 107 patient medical reports, including 56 new reports exclusive to the Eighth Edition. This edition also features 20 new speech recognition technology/medical editing (SRT) reports, as well as information on electronic health records (EHRs), quality assurance (QA), and scribes to keep readers up-to-date on the latest advances in the field. Organized by body system, the text includes full-color anatomy and physiology illustrations to make medical terminology easier to master. In addition, the authors have included a review of proper formatting, grammar, and style in accordance with the AHDI's *BOOK OF STYLE*, and a master glossary list compiles key terms in one section for convenient study and quick reference.

## QUALITY MEDICAL EDITING FOR THE HEALTHCARE DOCUMENTATION SPECIALIST

Patricia A. Ireland, Mildred Elley Online Online; Kristin Wall

© 2016, 272pp, Paperback, 9781285187068

### eBook



Ideal for classroom use, individual study, or professional training, **QUALITY MEDICAL EDITING FOR THE HEALTHCARE DOCUMENTATION SPECIALIST**, First Edition, is a timely, unique text designed to teach and

reinforce essential skills for medical editors. Comprehensive in scope, this practical guide explains the differences between medical editing and traditional transcription; how to use technology, word expander programs, and computer accessories effectively; and ways to improve accuracy—including developing excellent listening skills and the ability to correctly decipher accents, identify medications, and distinguish soundalikes. The authors have also provided a variety of sample reports—including more than 200 medical reports and their corresponding dictation audio files. Reports span numerous specialties and document types, creating extensive opportunities to learn the medical editing process, practice formatting and editing, and become familiar with common errors produced by speech recognition. The text also features extensive information on professional development, continuing education, and earning credentials, as well as useful tips on gaining experience, finding employment, and advancing one's career. Abundant teaching and learning features—such as material on grammar and punctuation, review activities, critical-thinking exercises, and several appendices with key references and resources—make this text even more valuable for current and aspiring medical editors seeking career success.

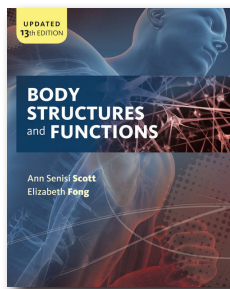
## REFERENCES

### BODY STRUCTURES AND FUNCTIONS UPDATED, 13E

Ann Senisi Scott, Mount Mercy College, Cedar Rapids, Iowa; Elizabeth Fong

© 2019, 544pp, Paperback, 9781337907545

### MindTap eBook



Written and designed specifically for allied health students, **BODY STRUCTURES AND FUNCTIONS UPDATED**, 13th edition, equips you to the basics required for the study of the human body and how it functions. It provides a clear introduction

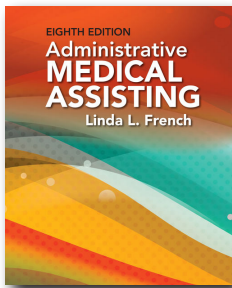
to life functions, medical terminology and phonetic pronunciations as well as a thorough review of human development and body processes. Diseases and disorders are integrated within each body system chapter to link physiology with anatomy. A media link feature connects you to 3-D anatomy, physiology and pathophysiology animations that bring chapter concepts to life, while detailed Career Profiles give you an inside look at the many health care professions available today. In addition, hands-on activities and case studies emphasize clinical applications, giving you a realistic view of situations you will face on the job. This edition is aligned with Precision Exams' Health Science Career Cluster.

## ADMINISTRATIVE MEDICAL ASSISTING, 8E

Linda L. French, *Simi Valley Adult School and Career Institute*

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### MindTap eBook



Develop 21st century skills with ADMINISTRATIVE MEDICAL ASSISTING, 8e! This streamlined learning package delivers step-by-step procedures in front-office medical assisting along with the critical thinking and job skills you need to tackle allied health-

related issues in the real world. This proven package addresses fundamental administrative competencies, including professional responsibilities, interpersonal and written communications, records management, financial administration, and managing the office. Simulated test questions, mapped competencies, and updated certification standards add depth to every chapter and prepare you for certification exams. Updated content keeps you abreast of the newest requirements for electronic technology, insurance regulations, coding, health care reform, legal compliance, and much more. Robust and reader-friendly, ADMINISTRATIVE MEDICAL ASSISTING, 8e is essential for medical assistants who want to succeed in today's allied health careers.

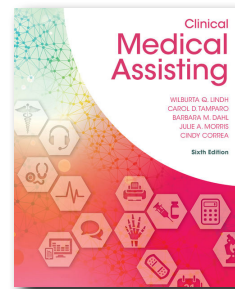
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## CLINICAL MEDICAL ASSISTING, 6E

Wilburta Q. Lindh, *Highline Community College*; Carol D. Tamparo; Barbara M. Dahl, *Whatcom Community College, Bellingham, Washington*; Julie Morris

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### MindTap



In today's dynamic health care environment, medical assistants are playing an increasingly important role. CLINICAL MEDICAL ASSISTING, Sixth Edition, helps you gain the knowledge and skills needed to succeed in this rewarding, rapidly growing

field. Known for its thorough coverage, extensive technical detail, and accurate, up-to-date content, this proven text book covers laboratory and clinical tasks as well as general information on medical law, ethics and bioethics, and management skills. Students will find the chapters on employment strategies and entry into the profession packed with current information and guidance tips. In addition, chapter material and learning objectives are clearly mapped to the most current accreditation standards and CLIA-waived procedures, with an increased focus on professionalism and personal effectiveness, competencies to help you hone practical, real-world skills and prepare for certification. The text also supports effective learning with a variety of online resources to help you make the most of your time in the classroom and beyond. Upon graduation you will find the chapters on professionalism, law and ethics, communication and transitioning from a student to a professional medical assistant extremely helpful as you begin your externship and career.

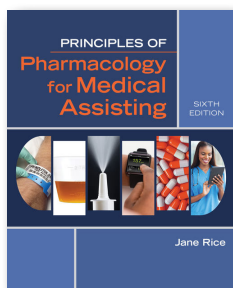
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## PRINCIPLES OF PHARMACOLOGY FOR MEDICAL ASSISTING, 6E

Jane Rice, Georgia Northwestern Technical College

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Written expressly for medical assistants by a medical assistant, PRINCIPLES OF PHARMACOLOGY FOR MEDICAL ASSISTING, 6E delivers CAAHEP/AAMA standards and competency-based objectives in an easy-to-understand approach.

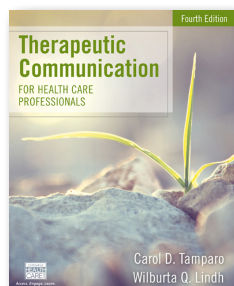
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## THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, 4E

Carol D. Tamparo; Wilburta Q. Lindh, Highline Community College

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### MindTap eBook



Redesigned with you in mind, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, Fourth Edition is the complete guide to patient interactions in today's clinical care settings. Effective communication can ease

patient anxiety, increase compliance, and enhance health care interactions for all, especially when dealing with life-altering illness, death and dying, depression, substance abuse, and other situations where patient behaviors can be unpredictable. Inside each chapter, you will explore both the good and bad responses caregivers have to stressful scenarios, as well as techniques for improvement. And every chapter starts with a case study to bring life to the page, then reinforces communication strategies with more practice cases, boxed features, role-play exercises, and questions as you go. No matter the situation you face on the job, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, Fourth Edition can prepare you with the soft skills you need to think critically on your feet and help patients cope.

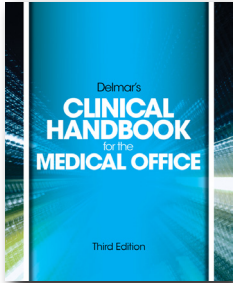
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## DELMAR LEARNING'S CLINICAL HANDBOOK FOR THE MEDICAL OFFICE, SPIRAL BOUND VERSION, 3E

Michelle Heller, CMA (AAMA), RMA, Columbus State Community College

© 2013, 408pp, Spiral, 9781133691563

### eBook



Delmar's CLINICAL HANDBOOK FOR THE MEDICAL OFFICE, 3rd Edition explains the medical assisting duties performed in offices and clinical settings today. Organized in a chart format for quick reference and easy reading, the book explores

documentation, terms and abbreviations, telephone assessments, lab and x-ray procedures, commonly prescribed drugs, and much more. This ideal reference for anyone in ambulatory care also includes sections on OB-GYN and pediatric screening and procedures, as well as an all-new, coordinating pocket guide—for medical assisting on the move!

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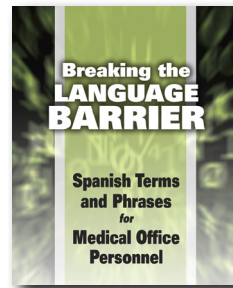
## BREAKING THE LANGUAGE BARRIER

Spanish Terms and Phrases for Medical Office Personnel

Sandra Marmolejo Romero

© 2012, 160pp, Spiral, 9781435489233

### eBook



Designed as a quick reference, BREAKING THE LANGUAGE BARRIER: SPANISH TERMS AND PHRASES FOR MEDICAL PERSONNEL provides key medical terminology that makes it easier to communicate with the Spanish-speaking patient.

This is more than an English-Spanish translation dictionary, content includes bilingual information for greeting and scheduling, patient registration, intake and examinations, insurance and billing, referrals, protected health information, infection control, durable medical equipment, lab tests and special procedures, and health education—all in a convenient guide you can fit in your pocket! Full-color anatomical illustrations, labeled in Spanish and English, serve as a handy reference to help patients communicate their needs and concerns. Chapters open with an alphabetical list of common medical terms in English accompanied by Spanish translations. The chapters then address topic-related questions and phrases most commonly experienced by medical personnel when communicating with the patient. Color-coded tabs identify the four main units of the guide for quick and easy access.

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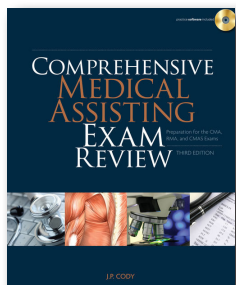
## COMPREHENSIVE MEDICAL ASSISTING EXAM REVIEW, 3E

Preparation for the CMA, RMA and CMAS Exams

J. P. Cody, *College of Southern Maryland*

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### eBook



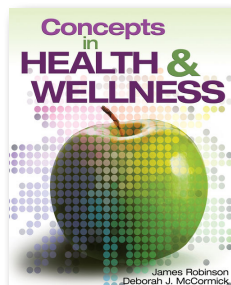
Prepare for the CMA, RMA, or CMAS certification examination with **COMPREHENSIVE MEDICAL ASSISTING EXAM REVIEW**, Third Edition. The book includes test information and preparation sections, review content on general, administrative, and clinical topics, and pre- and post-test exams for each test type. The new edition conforms to the latest content outlines from the AAMA and AMT. The accompanying CD-ROM includes over 1,600 questions and is fully customizable for individual study needs. Delmar is a part of Cengage Learning.

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## CONCEPTS IN HEALTH AND WELLNESS

James Robinson III, Ed.D, *FAAHE, New Mexico State University*;  
Deborah J. McCormick, Ph.D., *Northern Arizona University*

© 2011, 576pp, Paperback, 9781418055417



**CONCEPTS IN HEALTH AND WELLNESS** is an inviting and straightforward book that will provide you with essential personal health information you can use to develop a lifetime of wellness skills. It will help you develop the knowledge and motivation you need to

maintain wellness throughout adulthood and will provide you with meaningful literary support for class instruction. More importantly, this book will empower you with the skills to access credible health and wellness information now and in the years to come. Each chapter contains special features that enhance the textual material and engage the reader through application exercises.

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## TECHNOLOGY

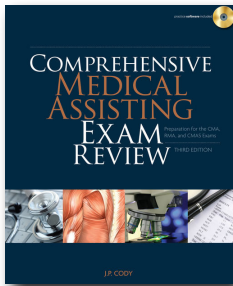
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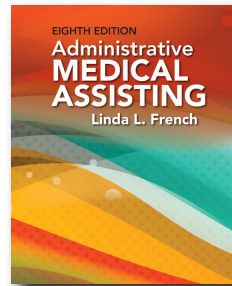
## WRITING SKILLS

### ADMINISTRATIVE MEDICAL ASSISTING, 8E

*Linda L. French, Simi Valley Adult School and Career Institute*

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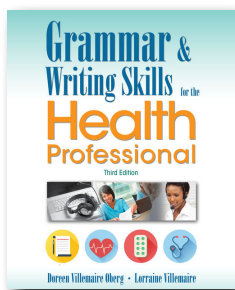
related issues in the real world. This proven package addresses fundamental administrative competencies, including professional responsibilities, interpersonal and written communications, records management, financial administration, and managing the office. Simulated test questions, mapped competencies, and updated certification standards add depth to every chapter and prepare you for certification exams. Updated content keeps you abreast of the newest requirements for electronic technology, insurance regulations, coding, health care reform, legal compliance, and much more. Robust and reader-friendly, **ADMINISTRATIVE MEDICAL ASSISTING, 8e** is essential for medical assistants who want to succeed in today's allied health careers.

## GRAMMAR AND WRITING SKILLS FOR THE HEALTH PROFESSIONAL, 3E

Doreen Villemaire; Lorraine Villemaire

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MindTap eBook



Extremely student friendly, GRAMMAR & WRITING SKILLS FOR THE HEALTH PROFESSIONAL, 3e, focuses on the fundamentals of grammar and writing to help you develop the skills to communicate clearly and effectively in real-world practice. An indispensable

resource the can be used during your schooling as well as you when enter your career, the text is divided into three modules. The first focuses on basic grammar (nouns, pronouns, verbs) and the second on more advanced topics (sentences and paragraphs). The third module helps you develop writing skills for medical reports, correspondence, emails, office meeting minutes, progress notes, charting, research, and brochures. The text's unique writing process can also be used for cover letters and resumes. In addition, the text includes current information on HIPAA, the Joint Commission, American Health Management Information Association, and much more, while real-world applications at the end of every section illustrate how chapter concepts relate to your future career.

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## MEDICAL LAB TECHNICIAN

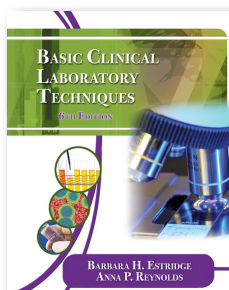
CLINICAL LABORATORY MANUALS

### BASIC CLINICAL LABORATORY TECHNIQUES, 6E

Barbara H. Estridge, Auburn University; Anna P. Reynolds, Auburn University

© 2012, 816pp, Paperback, 9781111138363

eBook



BASIC CLINICAL LABORATORY TECHNIQUES, Sixth Edition demonstrates the techniques performed by laboratory workers and allied health care professionals, including basic clinical laboratory procedures and the theories

behind them. Performance-based to maximize hands-on learning, this “work-text” includes step-by-step instruction and worksheets to help you understand specimen collection, types of analysis, laboratory instrumentation, CLIA and OSHA safety protocols, and much more. No matter which allied health care field you choose, BASIC CLINICAL LABORATORY TECHNIQUES is an easy-to-understand, reliable resource for developing the laboratory skills you need!

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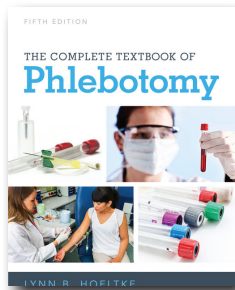
## INTRODUCTION

### THE COMPLETE TEXTBOOK OF PHLEBOTOMY, 5TH, 5E

Lynn B. Hoeltke, Eskenazi Health, Indianapolis, Indiana

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With a strong emphasis on hands-on learning, this highly practical text helps you develop the phlebotomy-related knowledge and skills you need to become a confident, competent health care professional. The Fifth Edition accelerates learning by following key

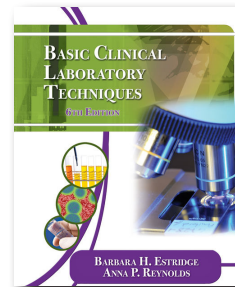
topics immediately with relevant exercises, integrating workbook elements and textbook content to deliver a complete learning experience. The text covers the latest professional standards and competencies while thoughtfully connecting them to the realities of practice today. Step-by-step guidelines for more than 20 collection procedures are provided, along with real-life scenarios and prompts emphasizing the phlebotomist's legal and ethical role in patient care decisions. Full-color photographs highlight important steps and relevant equipment, while illustrations depict anatomical components critical to proper technique. In addition, the digital edition includes videos and interactive exercises ideal for today's learners.

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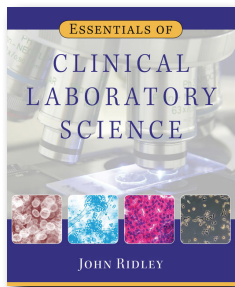
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## ESSENTIALS OF CLINICAL LABORATORY SCIENCE

John Ridley

© 2011, 481pp, Paperback, 9781435448148

### eBook



Guide and organize the evolution of your clinical laboratory students from beginners into effective professionals by giving them this invaluable resource, *Essentials of Clinical Laboratory Science*. This text fosters critical thinking beyond just the

basic procedures, creating a thorough awareness of the clinical laboratory responsibilities that students will have to themselves, to their patients, and to the facilities where they work. Coverage includes the organization of health care facilities, the laws and regulations that govern them, and common tasks and responsibilities for the numerous professional categories that comprise the health care industry. Safety for the laboratory employee, the patients, and the visitors are explained in detail. With an emphasis on efficiency, accuracy, and professionalism, this book serves up the essential ingredients for a holistic approach to laboratory science that augments the diagnosis and treatment of all patients.

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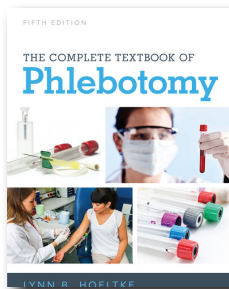
## LABORATORY PROCEDURES

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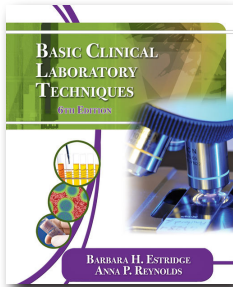
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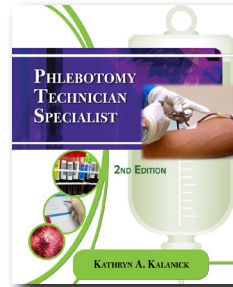
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Kathryn A. Kalanick

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**PHLEBOTOMY TECHNICIAN SPECIALIST, 2E** offers the most comprehensive information available in order to expertly perform phlebotomy tasks. Whether you are already a Medical Laboratory Technician or are cross training from another branch

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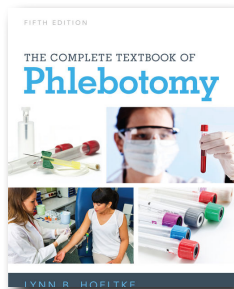
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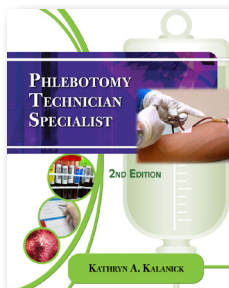
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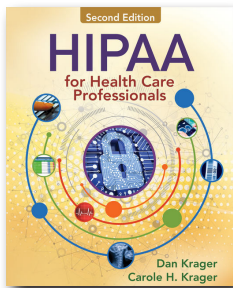
## REFERENCE

### HIPAA FOR HEALTH CARE PROFESSIONALS, 2E

Dan Krager; Carole Krager, Olney Central College, Olney, IL

© 2018, 192pp, Paperback, 9781305946064

#### MindTap eBook



HIPAA FOR HEALTH CARE PROFESSIONALS, 2nd Edition, clearly explains the Health Insurance Portability and Accountability Act, including fundamental, privacy, security, and common myths. This updated edition also shows you where and

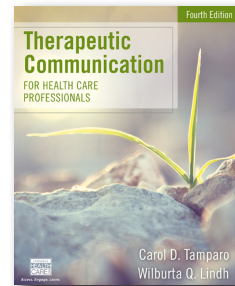
how HIPAA affects health care and insurance through modifications to other related laws. Offered in an easy-to-follow format, the text includes examples, real-life scenarios, and optional interactive features to help you better understand important concepts, test that understanding, and prepare you for a rewarding career in health care.

### THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, 4E

Carol D. Tamparo; Wilburta Q. Lindh, Highline Community College

© 2017, 288pp, Paperback, 9781305574618

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Redesigned with you in mind, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, Fourth Edition is the complete guide to patient interactions in today's clinical care settings. Effective communication can ease

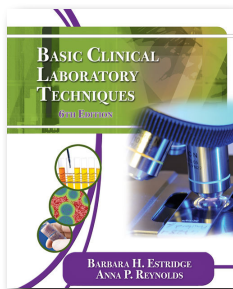
patient anxiety, increase compliance, and enhance health care interactions for all, especially when dealing with life-altering illness, death and dying, depression, substance abuse, and other situations where patient behaviors can be unpredictable. Inside each chapter, you will explore both the good and bad responses caregivers have to stressful scenarios, as well as techniques for improvement. And every chapter starts with a case study to bring life to the page, then reinforces communication strategies with more practice cases, boxed features, role-play exercises, and questions as you go. No matter the situation you face on the job, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, Fourth Edition can prepare you with the soft skills you need to think critically on your feet and help patients cope.

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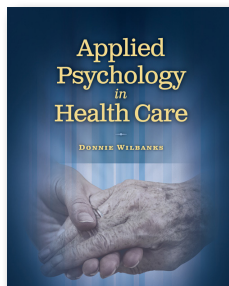
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## APPLIED PSYCHOLOGY IN HEALTH CARE

Donnie J. Wilbanks

© 2009, 176pp, Paperback, 9781418053482

### eBook



Applying the basics of psychology to provide caregivers with an understanding of the mental health of patients and themselves, Applied Psychology in Health Care prepares health care workers to effectively communicate and provide

superior patient care. In its approach to human understanding, this book is a valuable resource to anyone involved in a helping relationship, as a helper or as a client. With 18 years of social work and counseling experience, the author brings a wealth of experience and offers proven skills that can be practiced and developed to enhance the provider's caretaking ability. Application sections present listening and communication skills for each area of specialization to improve health care at all levels.

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# MEDICAL TERMINOLOGY

## COMPREHENSIVE MEDICAL TERMINOLOGY

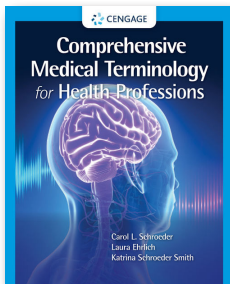
**NEW**

### COMPREHENSIVE MEDICAL TERMINOLOGY FOR HEALTH PROFESSIONS

*Ann Ehrlich, Goddard College; Laura Ehrlich, University of Rochester School of Nursing; Laura Ehrlich, University of Rochester School of Nursing; Ann Ehrlich, Goddard College*

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### MindTap eBook



Building on the best-selling MEDICAL TERMINOLOGY FOR HEALTH PROFESSIONS series, this comprehensive text is designed to help students with no healthcare background achieve deep competence in medical terminology. In addition to

14 in-depth chapters on body systems and a unit on diagnostic procedures and nuclear medicine, the text includes chapters dedicated to key specialty areas, including mental health, infant and child health, gerontology, oncology and pharmacology. With a time-tested chapter and learning exercise structure that has made the series a leader for over 30 years, this reader-friendly new resource features streamlined content, contemporary illustrations and real-world examples to help make even complex material accessible to students with varied learning styles, as well as ESL learners. Each chapter begins with a vocabulary list of 60 key terms and 15 essential word parts. Terms are pronounced in MindTap as they appear, and the Pronounce app features innovative voice recognition software that allows you to record your pronunciations and

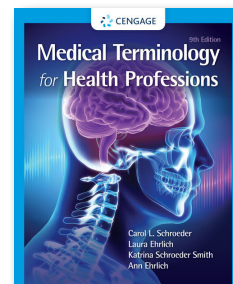
receive immediate feedback. Application-based activities give you practice with critical skills such as term dissection and word-building in a real-world context, providing valuable exposure to a variety of medical reports.

### MEDICAL TERMINOLOGY FOR HEALTH PROFESSIONS, SPIRAL BOUND VERSION, 9E

*Ann Ehrlich, Goddard College; Carol L. Schroeder, University of Wisconsin; Laura Ehrlich, University of Rochester School of Nursing; Katrina Schroeder, Boston Children's Hospital*

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Now in its 9th Edition, Schroeder/Ehrlich/Schroeder Smith/Ehrlich's MEDICAL TERMINOLOGY FOR HEALTH PROFESSIONS focuses on the current, relevant terms you need to know to succeed in the health care field. The program is

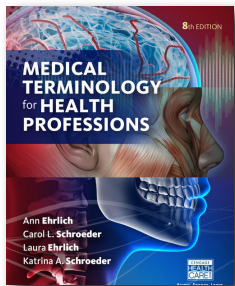
designed to simplify the process of memorizing complex medical terminology by focusing on the importance of word parts -- common prefixes, suffixes and root words. Every chapter helps you practice the pronunciation and understanding of key terms through interactive activities, real-life medical scenarios and critical thinking exercises. Reflecting real-world practice, all terms, definitions, procedures, illustrations and data are completely up to date. The latest edition of this market leader includes expanded coverage of gender identity and gender reassignment, COVID-19, advanced directives, durable medical equipment, dental procedures, diabetic pathology, and more. Also available: MindTap digital learning solution.

## MEDICAL TERMINOLOGY FOR HEALTH PROFESSIONS (HARDCOVER), 8E

Ann Ehrlich, *Goddard College*; Carol L. Schroeder, *University of Wisconsin*; Laura Ehrlich, *University of Rochester School of Nursing*; Katrina Schroeder, *Boston Children's Hospital*

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MEDICAL TERMINOLOGY FOR HEALTH PROFESSIONS, 8E simplifies the process of memorizing complex medical terminology by focusing on the important word parts—common prefixes, suffixes and root words—that provide a

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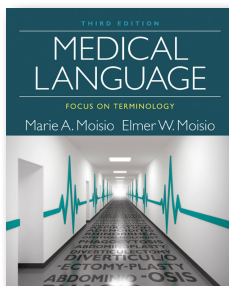
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## MEDICAL LANGUAGE: FOCUS ON TERMINOLOGY, 3E

Marie A. Moisis, MA, RHIA, *Northern Michigan University (Emerita)*; Elmer W. Moisis

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Completely up to date with the latest terms and procedures, **MEDICAL LANGUAGE: FOCUS ON TERMINOLOGY, 3e** emphasizes word parts and word-building in its thorough introduction to the basic principles of anatomy and physiology. Focusing on the

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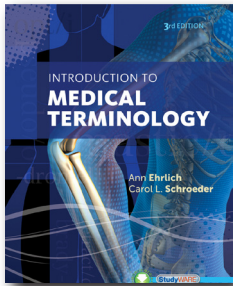


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Ann Ehrlich, *Goddard College*; Carol L. Schroeder, *University of Wisconsin*

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Designed for the beginning health care student, **INTRODUCTION TO MEDICAL TERMINOLOGY 3E** simplifies the process of learning hundreds of complex medical terms. The See and Say pronunciation system makes pronouncing unfamiliar terms easy.

Because word parts are integral to learning medical terminology, mastery of these “building blocks” is emphasized in every chapter. Organized by body system, chapters begin with an overview of the structures and functions of that system so you can relate these to the specialties, pathology, diagnostic, and treatment procedures that follow. A workbook offers word part and comprehensive medical terminology reviews, flashcards, and learning exercises in a variety of formats that require written answers.

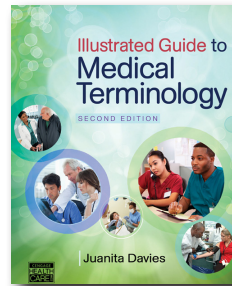
## ESSENTIALS

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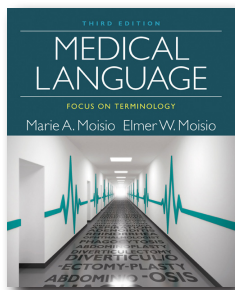
courses, this proven text teaches fundamental medical terms using word parts, without bogging down in detailed anatomy and physiology discussions. A highly visual approach—with abundant use of tables, charts, and illustrations—makes the text an effective resource for students of diverse backgrounds, including ESL speakers, students focused on career preparation, and auditory and visual learners.

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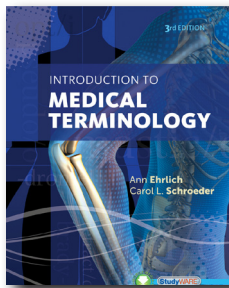
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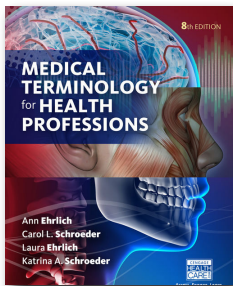
## ONE-SEMESTER

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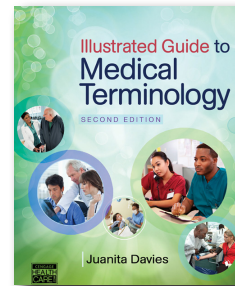
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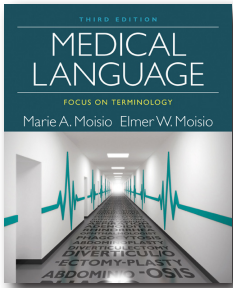
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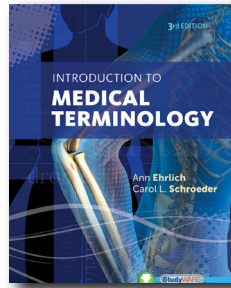
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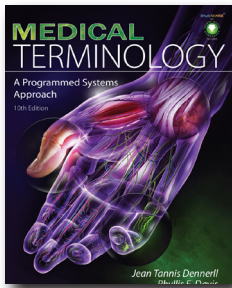
## MEDICAL TERMINOLOGY, 10E

A Programmed Systems Approach

Jean Tannis Dennerll, Jackson Community College, Jackson, Michigan; Phyllis E. Davis

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### eBook



**MEDICAL TERMINOLOGY: A PROGRAMMED SYSTEMS APPROACH, 10E** is your number one resource for learning medical terminology. Made even better with innovative built-in learning tools for students, interactive exercises, and extensive

updates that reflect the most accurate, up-to-date industry terms today. **MEDICAL TERMINOLOGY: A PROGRAMMED SYSTEMS APPROACH, 10E** uses a unique word-building programmed approach that will teach you to break down key medical terms into their roots, prefixes, and suffixes. This programmed-learning format requires active participation through reading, writing, answering questions, labeling, repetition, and providing immediate feedback. With engaging review activities, back-of-the-book flash cards, and an accompanying CD-ROM with interactive learning activities, this book provides a complete package for building a comprehensive entry-level knowledge of medical language for students with little or no previous experience. Now in its 10th edition, this book is a proven resource that is easy and fun to use. Teaching medical terminology has never been easier.

## MEDICAL TRANSCRIPTION

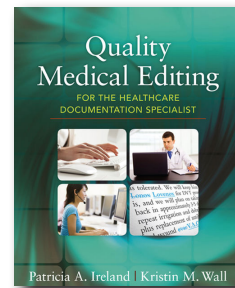
### ADVANCED LEVEL

### QUALITY MEDICAL EDITING FOR THE HEALTHCARE DOCUMENTATION SPECIALIST

Patricia A. Ireland, Mildred Elley Online Online; Kristin Wall

© 2016, 272pp, Paperback, 9781285187068

### eBook



Ideal for classroom use, individual study, or professional training, **QUALITY MEDICAL EDITING FOR THE HEALTHCARE DOCUMENTATION SPECIALIST**, First Edition, is a timely, unique text designed to teach and

reinforce essential skills for medical editors. Comprehensive in scope, this practical guide explains the differences between medical editing and traditional transcription; how to use technology, word expander programs, and computer accessories effectively; and ways to improve accuracy—including developing excellent listening skills and the ability to correctly decipher accents, identify medications, and distinguish soundalikes. The authors have also provided a variety of sample reports—including more than 200 medical reports and their corresponding dictation audio files. Reports span numerous specialties and document types, creating extensive opportunities to learn the medical editing process, practice formatting and editing, and become familiar with common errors produced by speech recognition. The text also features extensive information on professional development, continuing education, and earning credentials, as well as useful tips on gaining experience, finding employment, and advancing one's career. Abundant teaching and learning features—such as material on grammar

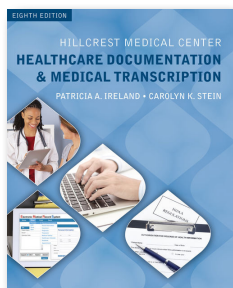
and punctuation, review activities, critical-thinking exercises, and several appendices with key references and resources--make this text even more valuable for current and aspiring medical editors seeking career success.

## BEGINNING LEVEL

**HILLCREST MEDICAL CENTER, 8E**  
Healthcare Documentation and Medical Transcription  
*Patricia A. Ireland, Mildred Elley Online Online; Carrie Stein*

© 2018, 396pp, Paperback, 9781305583924

### MindTap eBook



This innovative text uses a simulation approach to give readers interested in healthcare documentation and medical transcription careers a working knowledge of medical reports common in both acute and chronic care settings. Readers have

access to transcription of 107 patient medical reports, including 56 new reports exclusive to the Eighth Edition. This edition also features 20 new speech recognition technology/medical editing (SRT) reports, as well as information on electronic health records (EHRs), quality assurance (QA), and scribes to keep readers up-to-date on the latest advances in the field. Organized by body system, the text includes full-color anatomy and physiology illustrations to make medical terminology easier to master. In addition, the authors have included a review of proper formatting, grammar, and style in accordance with the AHDI's BOOK OF STYLE, and a master glossary list compiles key terms in one section for convenient study and quick reference.

# NURSING

## LPN/LVN

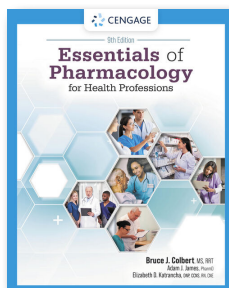
### NEW EDITION

## ESSENTIALS OF PHARMACOLOGY FOR HEALTH PROFESSIONS, 9E

*Bruce J. Colbert, University of Pittsburgh at Johnstown; Ruth Woodrow; Elizabeth Katrancha, University of Pittsburgh at Johnstown*

© 2023, 656pp, Paperback, 9780357618301

### MindTap



Colbert/James/Katrancha's **ESSENTIALS OF PHARMACOLOGY FOR HEALTH PROFESSIONS, 9th Edition**, is the ideal resource to help you prepare for licensed practical nursing, medical assisting and other allied health careers. Focusing on

"need to know" drug information, it empowers you with the knowledge and confidence to master pharmacology. Extremely reader friendly, this bestseller simplifies material into engaging and manageable chapters. By stressing clinical application, it ensures you understand the "why" behind what you learn. Part I's solid foundation in basic pharmacologic principles is followed by Part II's coverage of drugs, sources, legal concerns and medical uses. Chapters organize drugs by classifications and include their purpose, side effects, interactions and precautions or contraindications -- emphasizing patient education for each category. Also available: MindTap digital learning solution.

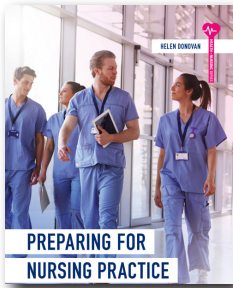
**NEW**

## PREPARING FOR NURSING PRACTICE

*Dr Helen Donovan, QUT*

© 2023, 264pp, Paperback, 9780170460453

**eBook**



Preparing for Nursing Practice provides clear and practical information about what it is to be a Graduate Registered Nurse (GRN), how to become the best registered nurse that you can be and how to consistently move toward your personal and

professional goals. It includes contextual information, strategies, and reflective opportunities for you to develop your understanding of transitioning to professional practice as a GRN. The text explores professional concepts, plus context-based aspects of practice, policies and processes to ensure safe practice for both you as a GRN and the patient. Workbook-style activities with space to note your thoughts and progress enable you to keep this text as part of your portfolio and reflect on your growth as a nurse.

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## RESEARCH IN NURSING, MIDWIFERY AND ALLIED HEALTH: EVIDENCE FOR BEST PRACTICE, 7E

*Marilyn Richardson-Tench, Victoria University; Patricia Nicholson, Deakin University*

© 2022, 392pp, Paperback, 9780170452007

**eBook**



Research in Nursing Midwifery and Allied Health provides you with the theory and practical examples to enable you to differentiate between conducting research, critically appraising research and the clinical use of research in practice. You will learn

about research and using research results with an evidence-base, and you will be given an introduction into research methods to prepare you for conducting in-depth research. The seventh edition includes an increased focus on applied ethics, emphasis on evidence-based practice boxes and project activities that culminate in a comprehensive capstone chapter.

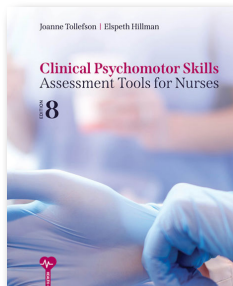
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## CLINICAL PSYCHOMOTOR SKILLS, 8E

Joanne Tollefson, James Cook University (Retired); Elspeth Hillman, James Cook University

© 2022, 480pp, Paperback, 9780170452649

### eBook



Clinical Psychomotor Skills: Assessment Tools for Nurses offers a unique blend of solid theoretical knowledge, linking it to clinical practice. The combined theory and workbook text covers the key clinical skills and knowledge that nursing

students need, facilitating your mastery of provable competencies that fulfil the required standards. This edition uses a 5-point Assessment Scale. Your instructor will have a 3-point version available if preferred. The latest evidence-based material from nursing and associated literature – and reflecting The Nursing and Midwifery Board of Australia's Registered Nurse Standards for Practice – make this the essential guide for students of registered nursing programs.

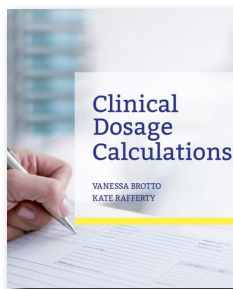
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## CLINICAL DOSAGE CALCULATIONS, 3E

Vanessa Brotto, Deakin University; Kate Rafferty, Cobden District Health Service

© 2020, 304pp, Paperback, 9780170423694

### eBook



Clinical Dosage Calculations is a locally written, full-colour text covering the important aspects of dosage calculations that students require to perform this essential part of clinical practice. An applied skills-focused text, Brotto uses real-life cases, worked

examples and real medication charts and labels to engage students. Using a scaffolded approach to learning, the text starts with fundamental maths and familiarises students with medication charts and labels, then moves on to specialist area chapters, allowing learners to deepen their skills in a clinical context. Students engage in the activities of each chapter as an introduction to the concept before moving onto a chapter where they can test their overall knowledge with practice questions. New, print versions of this textbook come with bonus online study tools on the Got it! Dosage Calculations platform.

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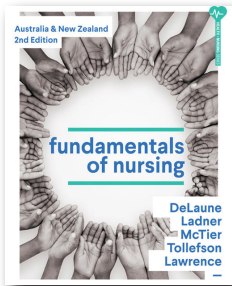


## FUNDAMENTALS OF NURSING: AUSTRALIA & NZ EDITION, 2E

*Sue Carter DeLaune; Lauren McTier; Joanne Tollefson, James Cook University (Retired); Ms Joanne Lawrence*

© 2020, 1160pp, Paperback, 9780170411417

MindTap eBook



Fundamentals of Nursing covers nursing concepts, skills and standards of practice to help you learn and think critically. It also highlights research and evidence-based practice to prepare you for delivering care. With up-to-date coverage of the new

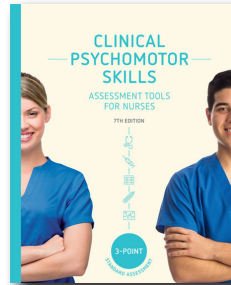
Registered Nurse Standards of Practice (2016), the text gets you to assess your own nursing practice and apply what you've learnt in class to real-life, clinical settings. Complemented by the best-selling Clinical Psychomotor Skills: Assessment tools for Nursing by Joanne Tollefson and Elspeth Hillman. A value pack of these two texts is available for you to purchase.

## CLINICAL PSYCHOMOTOR SKILLS (3-POINT): ASSESSMENT TOOLS FOR NURSES, 7E

*Joanne Tollefson, James Cook University (Retired); Elspeth Hillman, James Cook University*

© 2019, 536pp, Paperback, 9780170410786

eBook



Clinical Psychomotor Skills: Assessment Tools for Nurse offers you a unique blend of solid theoretical knowledge, linking it to clinical practice. The combined theory and workbook text covers the key clinical skills and knowledge that you need and facilitates your

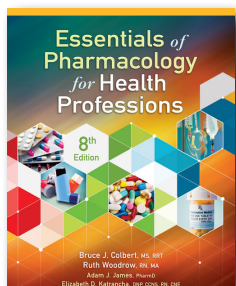
development of competencies that fulfil the required standards. This edition uses the 3-point Standard Assessment Scale. The inclusion to this edition of five additional skills, the latest evidence-based material from nursing and associated literature, and reflecting The Nursing and Midwifery Board of Australia's Registered Nurse Standards for Practice, make this the essential guide for students of registered nursing programs. Learn more about the online tools [cengage.com.au/learning-solutions](http://cengage.com.au/learning-solutions)

## ESSENTIALS OF PHARMACOLOGY FOR HEALTH PROFESSIONS, 8E

Bruce J. Colbert, University of Pittsburgh at Johnstown; Ruth Woodrow

© 2019, 672pp, Paperback, 9781337395892

### MindTap eBook



Best-selling ESSENTIALS OF PHARMACOLOGY FOR HEALTH PROFESSIONS, 8e is the ideal resource to help you prepare for licensed practical nursing, medical assisting, and other allied health careers. Focusing on “need to know” drug

information, it gives you the confidence to master pharmacology. Extremely reader friendly, this clear, concise book simplifies material into engaging and manageable chapters. By stressing clinical application, it also ensures you understand the “why” behind what you learn. Part I provides a solid foundation in basic pharmacologic principles. Part II covers drugs, sources, legal concerns, and medical uses. Chapters organize drugs by classifications and include their purpose, side effects, interactions, and precautions or contraindications. Patient education is highlighted for each category, while numerous reference tables help pull everything together for you by listing the most commonly prescribed drugs, dosages, available forms, and special considerations.

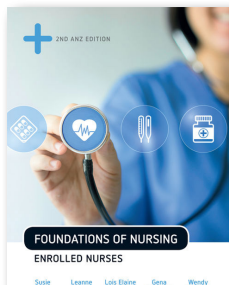
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## FOUNDATIONS OF NURSING: ENROLLED NURSES, 2E

Susan Gray; Leanne Ferris, Mater Education; Lois Elaine White, Del Mar College, Corpus Christi, TX; Gena Duncan, Lutheran College of Health Professions

© 2019, 832pp, Paperback, 9780170406994

### MindTap eBook



Designed for the Diploma of Nursing Foundations of Nursing, Enrolled Nurses, Australia and New Zealand edition helps you to complete the HLT54115 training package competencies, and aligns to the revised Standards for Practice for the Enrolled

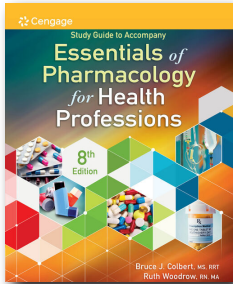
Nurse. This text will equip you with current knowledge, and basic problem-solving and critical-thinking skills to successfully meet the demanding challenges of today’s health care, the text clearly explains concepts and definitions, and gives you the knowledge you need. The text is easy to understand, straightforward and heavily illustrated with colour photos of procedures to help your understanding.

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## STUDY GUIDE FOR COLBERT/ WOODROW'S ESSENTIALS OF PHARMACOLOGY FOR HEALTH PROFESSIONS, 8TH, 8E

Bruce J. Colbert, *University of Pittsburgh at Johnstown*; Ruth Woodrow

© 2019, Paperback, 9781337395908



The study guide includes key learning objectives for each chapter, outlines of key sections, self-test questions, and sets of problems similar to those in the text to help you succeed in the course.

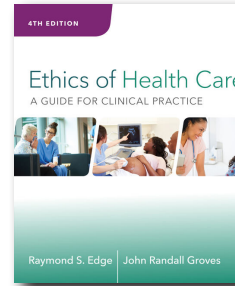
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## ETHICS OF HEALTH CARE, 4E A Guide for Clinical Practice

Raymond S. Edge, *Dean, School of Health Professions (Retired), Maryville University – Saint Louis*; John Randall Groves, *Ferris State University*

© 2018, 416pp, Paperback, 9781285854182

### MindTap eBook



Designed for students pursuing careers in a variety of health care programs, ETHICS OF HEALTH CARE: A GUIDE FOR CLINICAL PRACTICE, 4e, equips you with the tools you need to make legal and ethical decisions in real-world practice. The text

teaches you the language of the legal system and biomedical ethics while emphasizing critical thinking, problem solving and professional behavior. The first four chapters provide the foundational knowledge you need to understand the legal system and ethical theory as it relates to health care practice. Later chapters build on these concepts as you explore ethical and legal health care controversies through a wide variety of issues such as reproductive health, organ donation, physician assisted dying, ethical allocation of health care, cloning, genetics, and human enhancements. Each chapter also includes legal and ethical case studies to help you put what you learn into practice.

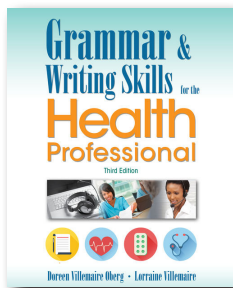
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## GRAMMAR AND WRITING SKILLS FOR THE HEALTH PROFESSIONAL, 3E

Doreen Villemaire; Lorraine Villemaire

© 2018, 320pp, Paperback, 9781305945425

### MindTap eBook



Extremely student friendly, GRAMMAR & WRITING SKILLS FOR THE HEALTH PROFESSIONAL, 3e, focuses on the fundamentals of grammar and writing to help you develop the skills to communicate clearly and effectively in real-world practice. An indispensable

resource the can be used during your schooling as well as you when enter your career, the text is divided into three modules. The first focuses on basic grammar (nouns, pronouns, verbs) and the second on more advanced topics (sentences and paragraphs). The third module helps you develop writing skills for medical reports, correspondence, emails, office meeting minutes, progress notes, charting, research, and brochures. The text's unique writing process can also be used for cover letters and resumes. In addition, the text includes current information on HIPAA, the Joint Commission, American Health Management Information Association, and much more, while real-world applications at the end of every section illustrate how chapter concepts relate to your future career.

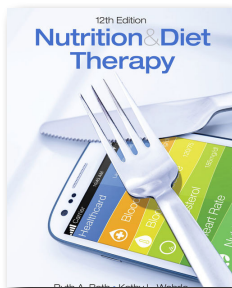
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## NUTRITION & DIET THERAPY, 12E

Ruth A. Roth; Kathy L. Wehrle, Parkview Health, Fort Wayne, Indiana

© 2018, 640pp, Paperback, 9781305945821

### MindTap eBook



Providing a solid foundation, NUTRITION & DIET THERAPY, 12E delivers a completely up-to-date introduction to the essentials of nutrition concepts, good health, and client care. It equips you with the tools to more effectively help clients improve their nutrition and

overall health -- as our nation faces higher rates of preventable chronic disease resulting from poor diet quality and physical inactivity. Extremely student friendly, it is organized around three simple concepts: Section 1 covers the fundamentals of nutrition, Section 2 explains nutrition over the life cycle; and Section 3 addresses medical nutrition therapy. Maximize your course success with the numerous hands-on activities throughout the text and the MindTap digital learning solution, which includes an interactive eBook with highlighting and note-taking functions; self-quizzes; client scenarios; flashcards; interactive Case in Point and Rate this Plate exercises; NCLEX-style quizzing; and a Diet & Wellness app.

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## RESEARCH IN NURSING, MIDWIFERY AND ALLIED HEALTH, 6E

Evidence for Best Practice

*Marilyn Richardson-Tench, Victoria University; Patricia Nicholson, Deakin University; Beverley Taylor, Southern Cross University; Stephen Kermode, Southern Cross University*

© 2018, 384pp, Paperback, 9780170398565

### eBook



Research in Nursing, Midwifery and Allied Health provides students with the theory to understanding research frameworks in nursing and allied health. Using practical examples, this text applies the theory to practice in a number of updated cases that reflect

students across the nursing, midwifery and allied health areas. The research framework introduced in the book has three different intersecting purposes: (i) to show students how to critically appraise existing research (ii) to show students how the results of research can be used in clinical practice to inform patient care (iii) to conduct their own research. The sixth edition includes more content than ever before linking research to evidence-based practice, helpfully sign posted throughout the text in new evidence-based practice boxes. Research in Nursing, Midwifery and Allied Health supports instructors as they guide new nursing researchers through the entire research process in a practical and easy to read step-by-step guide. The new four-colour design will be a welcome addition to Cengage's suite of Nursing texts.

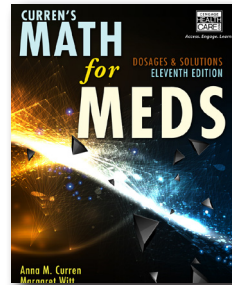
## CURREN'S MATH FOR MEDS, 11E

Dosages and Solutions

*Anna M. Curren; Margaret Witt*

© 2015, 384pp, Paperback, 9781285459974

### WebAssign eBook



Now in its 11th Edition, CURREN'S MATH FOR MEDS: DOSAGES AND SOLUTIONS is the preeminent authority on drug dosage calculations, ratio and proportion, and medication safety. Often imitated yet never equaled, the book delivers proven

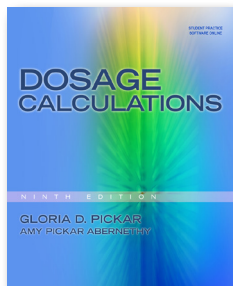
material with a concisely organized approach that takes you from basic to complex using a building block approach. Coverage begins with chapters designed to review and confirm basic math principles. Common drug measures are introduced next, followed by detailed lessons on medication labels and dosage calculations. Instructions on body weight and body surface area, intravenous calculations, and pediatric medication calculations follow. This new edition of CURREN'S MATH FOR MEDS: DOSAGES AND SOLUTIONS features full-color photos of drug labels and syringes, as well as hundreds of examples, practice problems, self-test questions, and FREE online interactive software for developing learners into safe and effective practitioners. Deliver your course with help from the master, Anna Curren, and CURREN'S MATH FOR MEDS: DOSAGES AND SOLUTIONS, 11th Edition—the only calculations text to reach more than a million learners!

## DOSAGE CALCULATIONS, 9E

Gloria D. Pickar, RN, EdD; Amy Pickar Abernethy, MD, Duke University

© 2013, 592pp, Paperback, 9781111319595

### eBook



Best-selling **DOSAGE CALCULATIONS**, 9th Edition features the three-step approach to basic and advanced Formula Method calculations that nursing and other health care professionals prefer, along with a reader-friendly writing style and handy “work text”

format. In addition to easing readers into the math with a thorough review, the book uses a logic-based process to build confidence and limit anxiety. Featuring full-color images of drug labels, critical thinking assessments, and extensive clinical examples, **DOSAGE CALCULATIONS**, 9th Edition provides the skills needed to master dosage calculations in any clinical setting!

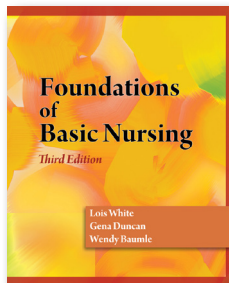
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## FOUNDATIONS OF BASIC NURSING, 3E

Lois Elain White, Del Mar College, Corpus Christi, TX; Gena Duncan, Lutheran College of Health Professions; Wendy Baumle, James A. Rhodes State College, Lima, Ohio

© 2011, 864pp, Paperback, 9781428317741

### eBook



**STUDENT DESCRIPTION FOUNDATIONS OF BASIC NURSING** lays the foundation of introductory material for a practical or vocational nursing course of study. The text focuses on fundamental concepts such as holistic care, legal responsibilities,

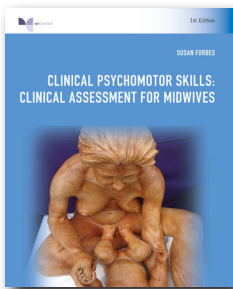
communication, and client teaching. Step-by-step basic, intermediate and advanced nursing procedures are presented with full color photos and figures further illustrating the skill. New chapters to this edition include a chapter on self-concept and the promotion of physical and mental wellness, as well as a chapter on spirituality. Abundant special features, NCLEX style questions, and the loaded new StudyWARE CD-ROM make this an engaging, student-friendly text

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## PP1050 - CLINICAL PSYCHOMOTOR SKILLS: CLINICAL ASSESSMENT FOR MIDWIVES

Susan Forbes, *University of Newcastle*

© 2016, 98pp, Paperback, 9780170385831



This text guides the consumer wherever demonstration, teaching, assessing and evaluation of specific midwifery skills and knowledge are required. The assessment tools have application in many settings and situations, both structured and non-

structured learning environments, and offers industry and education providers reassurance about the quality and safety of midwifery care provision. The text delivers professionally agreed performance criteria to education providers and industry partners as the competency tools to assess midwifery skills against the standards for practice defined as necessary by the Nursing and Midwifery Board of Australia. It also provides evidence of, or confirmation of, progress in midwifery skill attainment, practices that require development and a useful tool for the learner to evaluate and reflect upon their midwifery practice. This customised eBook has been created with the content you need for your studies. Due to the process used to produce this customised eBook, it doesn't offer the same functionality available in other Cengage eBooks, including read aloud and copy text.

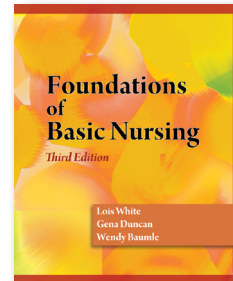
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## FOUNDATIONS OF BASIC NURSING, 3E

Lois Elain White, *Del Mar College, Corpus Christi, TX*; Gena Duncan, *Lutheran College of Health Professions*; Wendy Baumle, *James A. Rhodes State College, Lima, Ohio*

© 2011, 864pp, Paperback, 9781428317741

### eBook



STUDENT DESCRIPTION FOUNDATIONS OF BASIC NURSING lays the foundation of introductory material for a practical or vocational nursing course of study. The text focuses on fundamental concepts such as holistic care, legal responsibilities,

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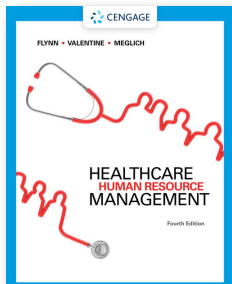
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## HEALTHCARE HUMAN RESOURCE MANAGEMENT, 4E

Walter J. Flynn, *Saint Mary's University of Minnesota*; Sean Valentine, *University of North Dakota*; Patricia Meglich, *University of Nebraska at Omaha*

© 2022, 448pp, Hardback, 9780357512449

### eBook



Master the unique aspects of healthcare HRM that are most relevant to your success with Flynn/Valentine/Meglich's HEALTHCARE HUMAN RESOURCE MANAGEMENT, 4E. This edition's focused, specialized approach is

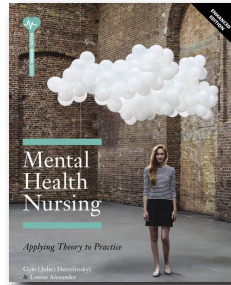
ideal -- whether you are preparing to work in healthcare or are currently a healthcare practitioner, consultant and managerial professional seeking to advance. This distinctive approach provides the most current, topical information on healthcare management in today's ever-changing industry. The latest organizational examples, scenarios and illustrations keep you ahead of the curve, while thorough discussions explore the rising demand for healthcare professionals against the backdrop of worker shortages and the continuing national debate on healthcare reform. Equip yourself with best practices as this edition examines how challenges, such as the COVID-19 pandemic response, drug and alcohol use by healthcare employees and medical errors, impact HR function.

## MENTAL HEALTH NURSING ENHANCED EDITION

Gylo Hercelinskyj, *ACU, Melbourne*; Louise Alexander, *ACU, Melbourne*

© 2022, 560pp, Paperback, 9780170458610

### eBook



Mental Health Nursing: Applying Theory to Practice covers how you treat and manage people suffering from mental illness. You'll learn how to work practically, and how to carry out a Mental State Examination (MSE) and risk assessment.

It provides coverage of contemporary mental health issues, the Mental Health Act (2014), and criteria from the Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition (DSM-5). Critical thinking and review questions challenge you to apply theory to practice, and pharmacology is discussed in each disorder-chapter, helping to contextualise your learning. This enhanced edition now also includes discussion around mental health as it pertains to the effects that COVID-19 and the global pandemic have had on consumers and practitioners.



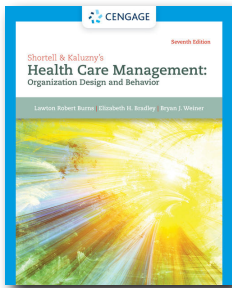
## SHORTELL & KALUZNY'S HEALTH CARE MANAGEMENT, 7E

Organization Design and Behavior

*Lawton Burns, Wharton School, University of Pennsylvania; Elizabeth Bradley, Vassar College; Bryan Weiner, Yale School of Public Health*

© 2020, 496pp, Hardback, 9781305951174

MindTap eBook



Confidence. Leadership skills. Insights from health care pros. To manage health care organizations, you need it all. SHORTELL AND KALUZNY'S HEALTH CARE MANAGEMENT: ORGANIZATION DESIGN AND BEHAVIOR was written by a "who's who" of

experts to prepare you to lead in the modern age. Exposing the issues health care organizations face every day, the authors challenge you to step up, take a position, and act using the skills you're building in your course. This book also packs the newest research, public policies, government regulations, payment models, key procedures and more into every page -- so you're ready to take charge of the situation no matter what comes your way.

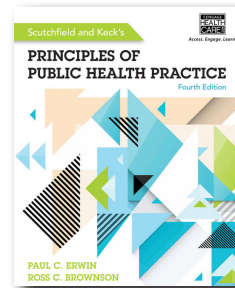
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## SCUTCHFIELD AND KECK'S PRINCIPLES OF PUBLIC HEALTH PRACTICE, 4E

*Paul C. Erwin, MD, DPH, University of Tennessee, Knoxville, TN; R.C. Brownson, Washington University*

© 2017, 736pp, Hardback, 9781285182636

MindTap eBook



PRINCIPLES OF PUBLIC HEALTH PRACTICE, Fourth Edition explores how public health departments offer and manage services through community and government organizations, along with related careers. Written and edited by

seasoned public health professionals, this book addresses the fundamentals of public health operations and systems, including key definitions, a history of the discipline, public health settings, the link between public health and health care delivery, epidemiology, policy and administration, evidence-based decision making, legal considerations, and much more. Completely updated and redesigned, PRINCIPLES OF PUBLIC HEALTH PRACTICE, Fourth Edition also includes helpful features, such as chapter review questions and appendices, and a robust set of optional e-learning tools that help you study when and where it works best for your lifestyle.

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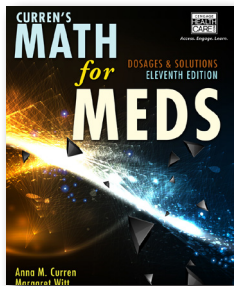
## CURREN'S MATH FOR MEDS, 11E

Dosages and Solutions

Anna M. Curren; Margaret Witt

© 2015, 384pp, Paperback, 9781285459974

### WebAssign eBook



Now in its 11th Edition, CURREN'S MATH FOR MEDS: DOSAGES AND SOLUTIONS is the preeminent authority on drug dosage calculations, ratio and proportion, and medication safety. Often imitated yet never equaled, the book delivers proven

material with a concisely organized approach that takes you from basic to complex using a building block approach. Coverage begins with chapters designed to review and confirm basic math principles. Common drug measures are introduced next, followed by detailed lessons on medication labels and dosage calculations. Instructions on body weight and body surface area, intravenous calculations, and pediatric medication calculations follow. This new edition of CURREN'S MATH FOR MEDS: DOSAGES AND SOLUTIONS features full-color photos of drug labels and syringes, as well as hundreds of examples, practice problems, self-test questions, and FREE online interactive software for developing learners into safe and effective practitioners. Deliver your course with help from the master, Anna Curren, and CURREN'S MATH FOR MEDS: DOSAGES AND SOLUTIONS, 11th Edition—the only calculations text to reach more than a million learners!

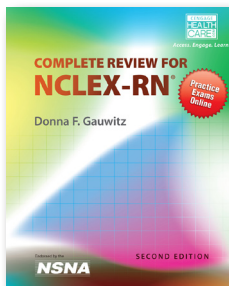
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## DELMAR'S COMPLETE REVIEW FOR NCLEX-RN®, 2E

Donna F. Gauwitz

© 2015, 1152pp, Paperback, 9781133282419

### eBook



Ace your state boards with Cengage Learning's COMPLETE REVIEW FOR NCLEX-RN®, Second Edition! After completing a recognized nursing curriculum and meeting state requirements, you're ready to tackle the National Council of State Boards of

Nursing exam, and this review covers it all. The stimulating, full-color text offers more than 1,600 practice questions with answers in multiple formats and 67 chapters of review content. Test questions are coded to reflect the recommended test-taking plan and strategies, while answers include rationales for both correct and incorrect assumptions. Endorsed by the National Student Nurses Association (NSNA), COMPLETE REVIEW FOR NCLEX-RN®, Second Edition emphasizes delegation, prioritization, and critical thinking methods that prepare you for the exam's rigor and build your confidence. COMPLETE REVIEW FOR NCLEX-RN®, Second Edition is the one-stop NCLEX-RN® exam preparation tool recognized by successful instructors and registered nurses today.

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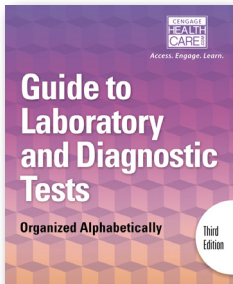
## DELMAR'S GUIDE TO LABORATORY AND DIAGNOSTIC TESTS, 3E

Organized Alphabetically

*Rick Daniels, Oregon Health and Science University*

© 2015, 1024pp, Paperback, 9781285053134

### eBook



GUIDE TO LABORATORY AND DIAGNOSTIC TESTS: ORGANIZED ALPHABETICALLY, Third Edition, provides essential information on more than 600 lab and diagnostic tests within a single, convenient volume. This all-in-one resource presents detailed,

accurate information in an accessible, easy-to-use format. Trusted by professionals in the fields of medicine, nursing, medical technology, and more, this clear, concise guide enables users to quickly access critical information on tests and procedures while maintaining a strong focus on patient care. Now updated to reflect the latest research, trends, and best practices, the new Third Edition is an ideal resource for students and professionals alike.

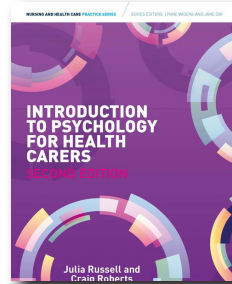
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## INTRODUCTION TO PSYCHOLOGY FOR HEALTH CARERS, 2E

*Julia Russell, Lecturer in Psychology at Glyndwr University; Craig Roberts*

© 2014, 256pp, Paperback, 9781408082874

### eBook



Now in its second edition, *An Introduction to Psychology for Health Carers* provides an accessible grounding for all nursing and health care students who have little previous experience of studying psychology, but who within their first year

courses need to quickly understand how psychological research and theory is invaluable in interpreting, explaining and actively influencing clinical practice. As a discipline, Psychology makes an important contribution to health care practitioners' understanding of health and health promotion, treatment, stress, pain, emotion, bereavement and loss. This engaging text introduces basic psychological concepts and techniques and applies them directly to nursing, encouraging all health care students to make the most of their experiences in the practice environment, to learn from these, and to become a reflective, psychologically-informed practitioner.

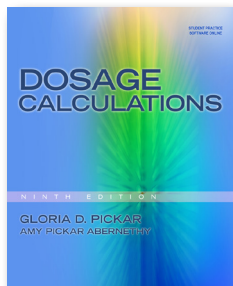
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## DOSAGE CALCULATIONS, 9E

Gloria D. Pickar, RN, EdD; Amy Pickar Abernethy, MD, Duke University

© 2013, 592pp, Paperback, 9781111319595

### eBook



Best-selling **DOSAGE CALCULATIONS**, 9th Edition features the three-step approach to basic and advanced Formula Method calculations that nursing and other health care professionals prefer, along with a reader-friendly writing style and handy “work text”

format. In addition to easing readers into the math with a thorough review, the book uses a logic-based process to build confidence and limit anxiety. Featuring full-color images of drug labels, critical thinking assessments, and extensive clinical examples, **DOSAGE CALCULATIONS**, 9th Edition provides the skills needed to master dosage calculations in any clinical setting!

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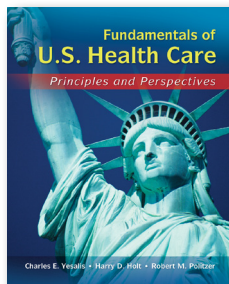
## FUNDAMENTALS OF US HEALTH CARE

Principles and Perspectives

Charles E. Yesalis, Emeritus, The Pennsylvania State University; Robert M. Politzer, MS, Sc.D, C.A.S.; Harry Holt, The Pennsylvania State University

© 2013, 336pp, Paperback, 9781428317352

### eBook



Fundamentals of US Health Care: Principles and Perspectives takes the broad, complex topic of health care in the United States and presents it in a digestible, easy-to-read format. Focusing on some of the fundamental issues facing the health care

system today, this text delivers simple, objective coverage of key topics including cost, access, quality, financing, manpower, and public health. By blending current, factual data, basic principles, and multiple perspectives on controversial issues, the text provides a balanced approach to the core issues facing the health care industry. Case studies and vignettes throughout the text allow you to explore how these problems impact real-life situations and hone your critical thinking skills for your future professional career.

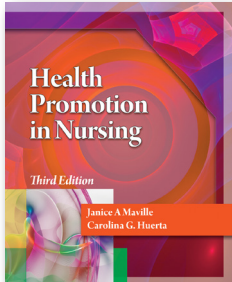
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## HEALTH PROMOTION IN NURSING, 3E

Janice A. Maville, *The University of Texas-Pan American*;  
Carolina G. Huerta, *The University of Texas-Pan American*

© 2013, 528pp, Paperback, 9781133589976

### eBook



HEALTH PROMOTION IN NURSING, 3E takes you through a holistic approach of health and wellness that examines healthy lifestyles from a biological, psychological, social, and environmental perspective. Beginning with an overview of health promotion

concepts and nursing theories, the book then delves into issues of nutrition, physical fitness, weight control, avoiding substance abuse, and pre-natal care. The Third Edition also covers new issues relating to technology, as well as wellness strategies that enable patients to maintain healthy lifestyles in the face of grief or terminal illness. With content directed towards caring for communities and groups, HEALTH PROMOTION IN NURSING, 3E is the resource that you'll use for years to come, no matter which specialty or type of nursing you choose.

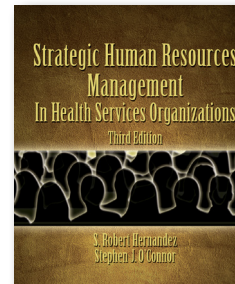
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## STRATEGIC HUMAN RESOURCES MANAGEMENT IN HEALTH SERVICES ORGANIZATIONS, 3E

S. Robert Hernandez

© 2010, 592pp, Hardback, 9780766835405

### eBook



The third edition of Strategic Human Resources Management In Health Services Organizations articulates the links that exist among strategy, organizational design and behavior, and human resources management: It not only describes human

resources functions within organizations but also provides a model of major organizational components that shape the human resources options available for health services managers.

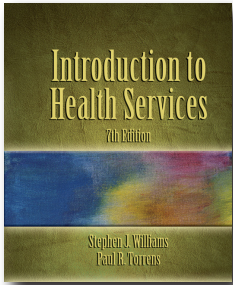
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## INTRODUCTION TO HEALTH SERVICES, 7E

Stephen J. Williams, *San Diego State University*; Paul R. Torrens, *University of California San Diego*

© 2008, 504pp, Hardback, 9781418012892

### eBook



The seventh edition of Introduction to Health Services builds upon its reputation as a classic book written by nationally recognized authors. This new edition addresses the increasing pressure to improve the efficiency of the nation's health care system

and to provide an adequate level of health care for all Americans. The seventh edition reflects the revolutionary changes in the practice of clinical medicine, government policy, information technology, and health care cost containment. In-depth information in the areas of health care finance, health care access, managed care, and insurance and home health is also provided. Research and statistics throughout make this book the premier reference for understanding all the services that compose the health care landscape.

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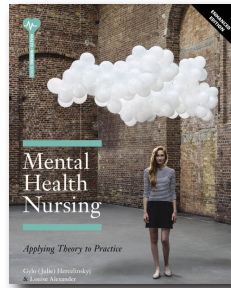
## RN (ADN/BSN)

## MENTAL HEALTH NURSING ENHANCED EDITION

Gylo Hercelinskyj, *ACU, Melbourne*; Louise Alexander, *ACU, Melbourne*

© 2022, 560pp, Paperback, 9780170458610

### eBook



Mental Health Nursing: Applying Theory to Practice covers how you treat and manage people suffering from mental illness. You'll learn how to work practically, and how to carry out a Mental State Examination (MSE) and risk assessment.

It provides coverage of contemporary mental health issues, the Mental Health Act (2014), and criteria from the Diagnostic and Statistical Manual of Mental Disorders, Fifth Edition (DSM-5). Critical thinking and review questions challenge you to apply theory to practice, and pharmacology is discussed in each disorder-chapter, helping to contextualise your learning. This enhanced edition now also includes discussion around mental health as it pertains to the effects that COVID-19 and the global pandemic have had on consumers and practitioners.

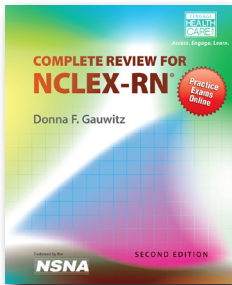
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## DELMAR'S COMPLETE REVIEW FOR NCLEX-RN®, 2E

Donna F. Gauwitz

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### eBook



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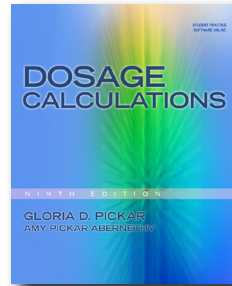
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Gloria D. Pickar, RN, EdD; Amy Pickar Abernethy, MD, Duke University

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### eBook



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format. In addition to easing readers into the math with a thorough review, the book uses a logic-based process to build confidence and limit anxiety. Featuring full-color images of drug labels, critical thinking assessments, and extensive clinical examples, DOSAGE CALCULATIONS, 9th Edition provides the skills needed to master dosage calculations in any clinical setting!

# NURSING ASSISTING

## BASICS

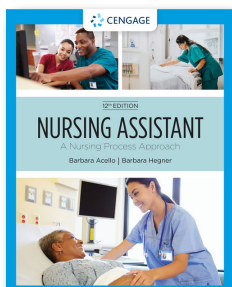
### NURSING ASSISTANT, 12E

A Nursing Process Approach

*Barbara Acello; Barbara Hegner, Long Beach Community College, Long Beach, CA*

© 2022, 1088pp, Hardback, 9780357372029

### MindTap



Acello/Hegner's NURSING ASSISTANT: A NURSING PROCESS APPROACH has prepared more nursing assistants for meaningful careers in acute care, long-term care and home health than any other text. Its signature step-by-step format walks readers

through more than 150 procedures, including key skills in patient handling, wound care, communication, safety and record keeping, as well as special care procedures for patients with medical devices, catheters and physical or mental impairments. It explores essential background information, such as basic human anatomy, career planning and emerging trends. Reflecting the expanded scope of real-world practice, the 12th Edition includes skills such as checking finger stick blood glucose, managing drainage, sterile technique and more. New color photos and illustrations bring concepts to life, while study tools include a print workbook and MindTap digital learning solution.

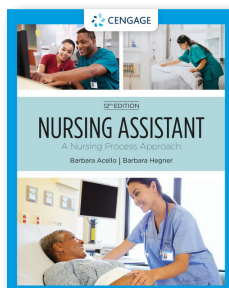
### NURSING ASSISTANT, 12E

A Nursing Process Approach, Soft Cover Version

*Barbara Acello; Barbara Hegner, Long Beach Community College, Long Beach, CA*

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### MindTap eBook



A longtime favorite among students, Acello/Hegner's NURSING ASSISTANT: A NURSING PROCESS APPROACH has prepared more nursing assistants for meaningful careers in acute care, long-term care and home health than any other text. Providing easy-to-

understand explanations, the 12th Edition walks you step-by-step through more than 150 procedures, including key skills in patient handling and transfers, wound care, communication, safety and record keeping, as well as special care procedures for patients with medical devices, catheters and physical or mental impairments. Ensuring you have a solid foundation, it also explains essential background information on basic human anatomy, career planning and emerging health care trends. Vibrant color photos and illustrations bring chapter concepts to life, while numerous print and digital study tools help you maximize your course success.



## COMPREHENSIVE

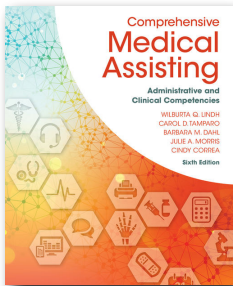
### COMPREHENSIVE MEDICAL ASSISTING, 6E

Administrative and Clinical Competencies

*Wilburta Q. Lindh, Highline Community College; Carol D. Tamparo; Barbara M. Dahl, Whatcom Community College, Bellingham, Washington; Julie Morris*

© 2018, 1572pp, Hardback, 9781305964792

MindTap eBook



Medical assistants play a critical role in our changing world of health care, and **COMPREHENSIVE MEDICAL ASSISTING, Sixth Edition**, prepares them to lead in this growing field. Known for accuracy, completeness of coverage, and exacting technical

detail, this proven book addresses the administrative and clinical tasks required of medical assistants while preparing them for certification exams. Divided into three sections, chapters start with general topics, including therapeutic communications, coping skills, and professionalism. Administrative chapters look behind the scenes, exploring electronic medical records, ICD-10 coding, and practice management. **COMPREHENSIVE MEDICAL ASSISTING** also maps clinical topics to ABHES, CAAHEP, and MAERB competencies, as well as CLIA-waived procedures, and delivers an exhaustive set of skills: taking patient medical histories, recording vital signs, explaining procedures, assisting during exams and surgery, infection control, and more.

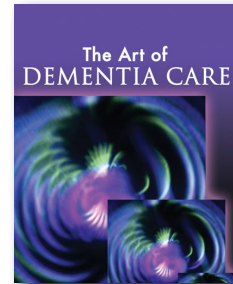
## DEMENTIA CARE

### THE ART OF DEMENTIA CARE

*Daniel Kuhn; Jane Verity*

© 2008, 96pp, Paperback, 9781401899516

eBook



The Art of Dementia Care is a practical guide intended for all who provide support, encouragement and care for people with dementia. Using a relationship model of care, you will learn how you can make a positive difference in the lives of those with dementia.

Discussion and examples will challenge you to reflect on your attitude and behavior towards people with dementia and teach you to provide thoughtful care to each person in your care. The authors draw upon examples from common clinical situations to highlight how to practice the art of dementia care through the recognition of the limits of people with dementia and the promotion of their strengths and abilities. Ultimately, the quality of the care you provide can greatly affect the quality of life the person with dementia will experience. The Art of Dementia Care will set you on the path to thoughtful and meaningful care.

## ETHICS

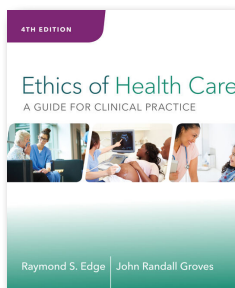
### ETHICS OF HEALTH CARE, 4E

A Guide for Clinical Practice

*Raymond S. Edge, Dean, School of Health Professions (Retired), Maryville University – Saint Louis; John Randall Groves, Ferris State University*

© 2018, 416pp, Paperback, 9781285854182

### MindTap eBook



Designed for students pursuing careers in a variety of health care programs, **ETHICS OF HEALTH CARE: A GUIDE FOR CLINICAL PRACTICE, 4e**, equips you with the tools you need to make legal and ethical decisions in real-world practice. The text

teaches you the language of the legal system and biomedical ethics while emphasizing critical thinking, problem solving and professional behavior. The first four chapters provide the foundational knowledge you need to understand the legal system and ethical theory as it relates to health care practice. Later chapters build on these concepts as you explore ethical and legal health care controversies through a wide variety of issues such as reproductive health, organ donation, physician assisted dying, ethical allocation of health care, cloning, genetics, and human enhancements. Each chapter also includes legal and ethical case studies to help you put what you learn into practice.

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## HOME CARE AIDE / HOME HEALTH AIDE

### HOMEMAKER HOME HEALTH AIDE, 7E

*Suzann Balduzzi, RN, BSN, MSED, Western Wisconsin Technical College*

© 2016, 480pp, Paperback, 9781133691501

### eBook



**HOMEMAKER HOME HEALTH AIDE, 7th Edition** helps you prepare for a meaningful career in the growing field of home health. Using a clear, supportive approach, the authors show you how to care for a variety of sensitive client populations, from

infants and the elderly to special needs and the terminally ill, and become a valued member of the home health care team. In addition to the topics of nutrition, safety, infection control, and bodily systems, the author imparts the practical skills you need to deliver high-quality personal care. Whether you are new to the industry or in need of a refresher, you will find **HOMEMAKER HOME HEALTH AIDE, 7th Edition** a key resource for becoming a caring, dedicated, and skilled paraprofessional.

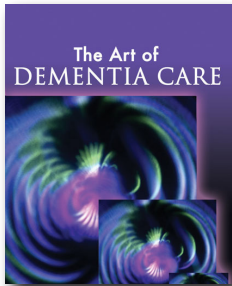
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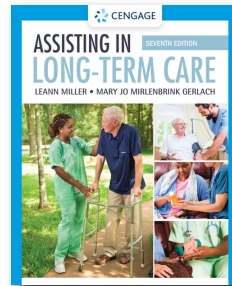
## LONG-TERM CARE

### ASSISTING IN LONG-TERM CARE, 7E

*Leann Miller; Mary Jo Mirlenbrink Gerlach, Medical College of Georgia School of Nursing, Athens (Retired)*

© 2020, 732pp, Paperback, 9781337625074

### MindTap eBook



ASSISTING IN LONG-TERM CARE, 7th Edition is the perennial choice among top Certified Nursing Assistant programs. This user-friendly, all-in-one resource delivers skills and confidence to help students compete for top jobs in long-term care and sub-acute

hospital settings. Helpful discussions include professional communication, roles and responsibilities, job search, and an overview of care settings. And, to prepare students for CNA certification exams, this resource addresses daily clinical processes, residents' rights, nutrition and hydration, restorative care, resident mobility, and patient safety—all according to federal OBRA standards for nursing home care. ASSISTING IN LONG-TERM CARE is available in hardcopy and eBook formats, includes supportive study features, and offers a full suite of online learning and course preparation tools.

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## MATHEMATICS

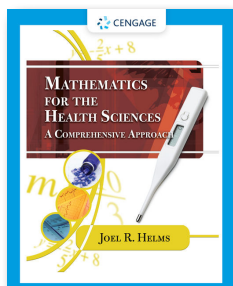
### MATHEMATICS FOR HEALTH SCIENCES

A Comprehensive Approach

Joel R. Helms

© 2010, 352pp, Paperback, 9781435441101

#### eBook



Select topics according to your mathematical ability and chosen health care profession. Begin with a basic math review or move right to deeper concepts, including algebra and geometry, linear equations and graphing, dilutions, solutions, and

concentrations, dosage calculations and more! Learn at your own pace with this easy to use math text specifically for the health sciences.

## PATIENT CARE TECHNICIAN

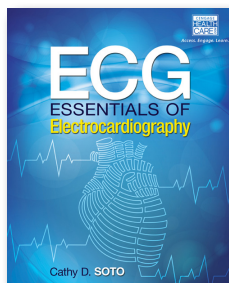
### ECG

Essentials of Electrocardiography

Cathy Soto

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#### MindTap eBook



ECG: ESSENTIALS OF ELECTROCARDIOGRAPHY is designed to help you understand the fundamental knowledge and skills necessary to successfully perform an ECG. Its concise yet comprehensive coverage includes instruction on the anatomy of the heart,

electrophysiology of the heart, and ECG basics. To prepare you for completing ECGs in the field, this student-friendly text presents a combination of introductory cardiovascular anatomy, relationships of other body systems to heart health, need-to-know legal and ethical considerations, patient assessment techniques, instructions on how to complete and document ECGs, and basic interpretation of the ECG tracing. "Call-outs" point out material you should memorize, while "Quick Checks" help you test your comprehension as your progress through the text. In addition, thorough coverage of objectives you must master to qualify to sit for the National Healthcareer Association's (NHA) EKG Technician Certification exam are included throughout.

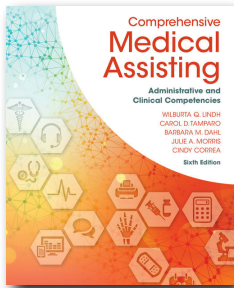
## REFERENCE

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*Wilburta Q. Lindh, Highline Community College; Carol D. Tamparo; Barbara M. Dahl, Whatcom Community College, Bellingham, Washington; Julie Morris*

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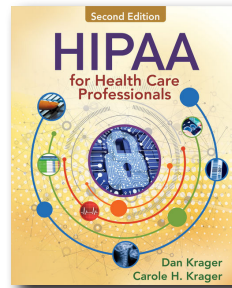
technical detail, this proven book addresses the administrative and clinical tasks required of medical assistants while preparing them for certification exams. Divided into three sections, chapters start with general topics, including therapeutic communications, coping skills, and professionalism. Administrative chapters look behind the scenes, exploring electronic medical records, ICD-10 coding, and practice management. **COMPREHENSIVE MEDICAL ASSISTING** also maps clinical topics to ABHES, CAAHEP, and MAERB competencies, as well as CLIA-waived procedures, and delivers an exhaustive set of skills: taking patient medical histories, recording vital signs, explaining procedures, assisting during exams and surgery, infection control, and more.

### HIPAA FOR HEALTH CARE PROFESSIONALS, 2E

*Dan Krager; Carole Krager, Olney Central College, Olney, IL*

© 2018, 192pp, Paperback, 9781305946064

MindTap eBook



**HIPAA FOR HEALTH CARE PROFESSIONALS, 2nd Edition**, clearly explains the Health Insurance Portability and Accountability Act, including fundamentals, privacy, security, and common myths. This updated edition also shows you where and

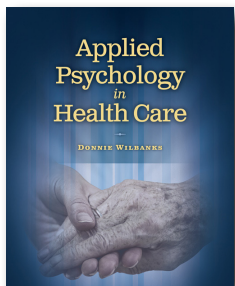
how HIPAA affects health care and insurance through modifications to other related laws. Offered in an easy-to-follow format, the text includes examples, real-life scenarios, and optional interactive features to help you better understand important concepts, test that understanding, and prepare you for a rewarding career in health care.

## APPLIED PSYCHOLOGY IN HEALTH CARE

Donnie J. Wilbanks

© 2009, 176pp, Paperback, 9781418053482

### eBook



Applying the basics of psychology to provide caregivers with an understanding of the mental health of patients and themselves, *Applied Psychology in Health Care* prepares health care workers to effectively communicate and provide

superior patient care. In its approach to human understanding, this book is a valuable resource to anyone involved in a helping relationship, as a helper or as a client. With 18 years of social work and counseling experience, the author brings a wealth of experience and offers proven skills that can be practiced and developed to enhance the provider's caretaking ability. Application sections present listening and communication skills for each area of specialization to improve health care at all levels.

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## SKILLS

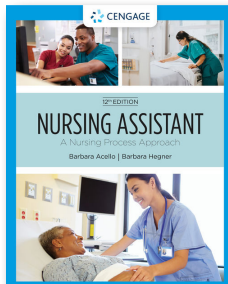
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through more than 150 procedures, including key skills in patient handling, wound care, communication, safety and record keeping, as well as special care procedures for patients with medical devices, catheters and physical or mental impairments. It explores essential background information, such as basic human anatomy, career planning and emerging trends. Reflecting the expanded scope of real-world practice, the 12th Edition includes skills such as checking finger stick blood glucose, managing drainage, sterile technique and more. New color photos and illustrations bring concepts to life, while study tools include a print workbook and MindTap digital learning solution.

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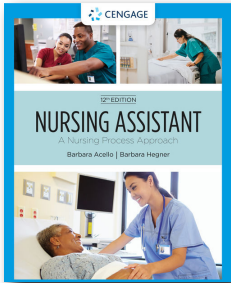
## NURSING ASSISTANT, 12E

A Nursing Process Approach, Soft Cover Version

Barbara Acello; Barbara Hegner, Long Beach Community College, Long Beach, CA

© 2022, 1088pp, Paperback, 9780357372012

### MindTap eBook



A longtime favorite among students, Acello/Hegner's **NURSING ASSISTANT: A NURSING PROCESS APPROACH** has prepared more nursing assistants for meaningful careers in acute care, long-term care and home health than any other text. Providing easy-to-

understand explanations, the 12th Edition walks you step-by-step through more than 150 procedures, including key skills in patient handling and transfers, wound care, communication, safety and record keeping, as well as special care procedures for patients with medical devices, catheters and physical or mental impairments. Ensuring you have a solid foundation, it also explains essential background information on basic human anatomy, career planning and emerging health care trends. Vibrant color photos and illustrations bring chapter concepts to life, while numerous print and digital study tools help you maximize your course success.

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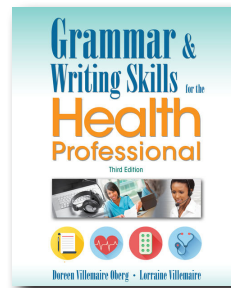
## WRITING SKILLS

### GRAMMAR AND WRITING SKILLS FOR THE HEALTH PROFESSIONAL, 3E

Doreen Villemaire; Lorraine Villemaire

© 2018, 320pp, Paperback, 9781305945425

### MindTap eBook



Extremely student friendly, **GRAMMAR & WRITING SKILLS FOR THE HEALTH PROFESSIONAL**, 3e, focuses on the fundamentals of grammar and writing to help you develop the skills to communicate clearly and effectively in real-world practice. An indispensable

resource the can be used during your schooling as well as you when enter your career, the text is divided into three modules. The first focuses on basic grammar (nouns, pronouns, verbs) and the second on more advanced topics (sentences and paragraphs). The third module helps you develop writing skills for medical reports, correspondence, emails, office meeting minutes, progress notes, charting, research, and brochures. The text's unique writing process can also be used for cover letters and resumes. In addition, the text includes current information on HIPAA, the Joint Commission, American Health Management Information Association, and much more, while real-world applications at the end of every section illustrate how chapter concepts relate to your future career.

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# OCCUPATIONAL THERAPY & PHYSICAL THERAPY

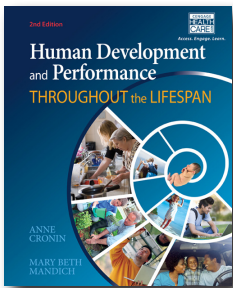
## DEVELOPMENT

### HUMAN DEVELOPMENT AND PERFORMANCE THROUGHOUT THE LIFESPAN, 2E

Anne Cronin, PhD, OTR/L, West Virginia University; Mary Beth Mandich, PT, PhD, West Virginia University

© 2016, 512pp, Hardback, 9781133951193

#### eBook



Human Development & Performance Throughout the Lifespan, 2nd Edition is ideal for occupational therapy, physical therapy, and other rehabilitation disciplines. It provides a broad, occupation-based viewpoint of development and performance throughout

all life stages with an emphasis on the factors that influence daily participation and optimal performance of desired daily life tasks. The authors use a life course conceptual model as an organizational foundation for clinical reasoning to help readers understand how to implement the activity- and participation-based goals and outcomes for therapy. Written by an occupational therapist and a physical therapist, the book incorporates chapters by leading experts in human development, giving users cutting-edge information and a wide range of perspectives. By integrating information from the International Classification of Function and Disability (ICF) with a developmental life-task perspective, the book gives both newcomers and experienced professionals an essential, contemporary frame of reference.

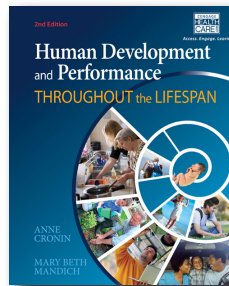
## OCCUPATIONAL THERAPIST ASSISTANT

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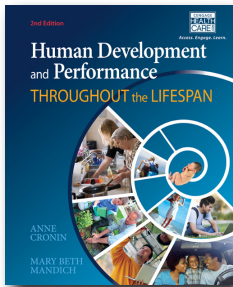
## PHYSICAL THERAPIST / PHYSICAL THERAPIST ASSISTANT

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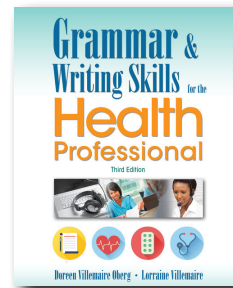
## PHYSICAL THERAPY - GENERAL

### GRAMMAR AND WRITING SKILLS FOR THE HEALTH PROFESSIONAL, 3E

Doreen Villemaire; Lorraine Villemaire

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#### MindTap eBook



Extremely student friendly, GRAMMAR & WRITING SKILLS FOR THE HEALTH PROFESSIONAL, 3e, focuses on the fundamentals of grammar and writing to help you develop the skills to communicate clearly and effectively in real-world practice. An indispensable

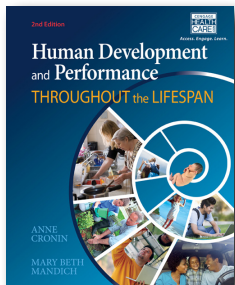
resource the can be used during your schooling as well as you when enter your career, the text is divided into three modules. The first focuses on basic grammar (nouns, pronouns, verbs) and the second on more advanced topics (sentences and paragraphs). The third module helps you develop writing skills for medical reports, correspondence, emails, office meeting minutes, progress notes, charting, research, and brochures. The text's unique writing process can also be used for cover letters and resumes. In addition, the text includes current information on HIPAA, the Joint Commission, American Health Management Information Association, and much more, while real-world applications at the end of every section illustrate how chapter concepts relate to your future career.

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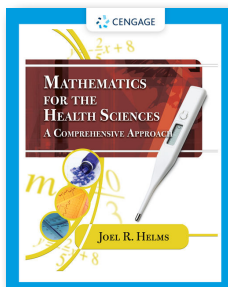
## MATHEMATICS FOR HEALTH SCIENCES

A Comprehensive Approach

Joel R. Helms

© 2010, 352pp, Paperback, 9781435441101

### eBook



Select topics according to your mathematical ability and chosen health care profession. Begin with a basic math review or move right to deeper concepts, including algebra and geometry, linear equations and graphing, dilutions, solutions, and concentrations, dosage calculations and more! Learn at your own pace with this easy to use math text specifically for the health sciences.

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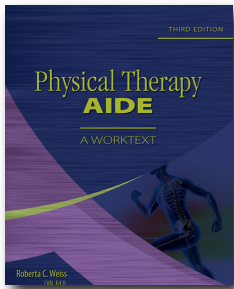
## PHYSICAL THERAPY AIDE

### PHYSICAL THERAPY AIDE, 3E A Worktext

*Roberta C. Weiss, Instructional Designer, Allied Health Curriculum Specialist*

© 2009, 400pp, Paperback, 9781418013172

#### eBook



This work-text provides a basic understanding of the theory and clinical skills necessary to function as an entry-level physical therapy aide in different rehabilitation settings. The therapeutic modality procedures that an aide would perform are presented in a step-by-step

format with detailed photos. A variety of review questions test comprehension of the material. Learning activities are provided at the end of each chapter for practical application.

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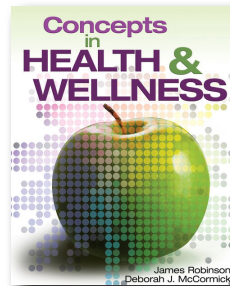
## PERSONAL HEALTH

### PERSONAL HEALTH

### CONCEPTS IN HEALTH AND WELLNESS

*James Robinson III, Ed.D, FAAHE, New Mexico State University;  
Deborah J. McCormick, Ph.D., Northern Arizona University*

© 2011, 576pp, Paperback, 9781418055417



CONCEPTS IN HEALTH AND WELLNESS is an inviting and straightforward book that will provide you with essential personal health information you can use to develop a lifetime of wellness skills. It will help you develop the knowledge and motivation you need to

maintain wellness throughout adulthood and will provide you with meaningful literary support for class instruction. More importantly, this book will empower you with the skills to access credible health and wellness information now and in the years to come. Each chapter contains special features that enhance the textual material and engage the reader through application exercises.

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# PHARMACY TECHNICIAN

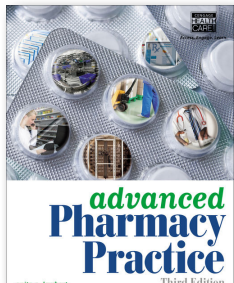
ADVANCED

## ADVANCED PHARMACY PRACTICE, 3E

Anita A. Lambert

© 2015, 480pp, Paperback, 9781133131410

### eBook



The only book of its kind on the market, **ADVANCED PHARMACY PRACTICE, 3rd Edition** explores nontraditional pharmacy practice for both pharmacists and pharmacy technicians. As pharmacy practice expands into long-term care, home health, home-

infusion, mail-order, and hospice, pharmacy professionals must develop new skills in service delivery while accepting new roles and increased responsibility in the workplace. **ADVANCED PHARMACY PRACTICE, 3rd Edition** prepares you for these challenges while introducing the latest research and technologies in less familiar settings, such as specialty, nuclear, veterinary, and federal pharmacy, as well as telepharmacy and the pharmaceutical industry. Chapters outline and differentiate pharmacy technician and pharmacist roles in each practice setting. Features include learning objectives, chapter summaries, critical-thinking questions and answers, key terms, detailed appendices, and a variety of traditional and e-learning supplements to give you more practice and memorize facts with ease. Whether you are a student, or practicing pharmacist or pharmacy technician, **ADVANCED PHARMACY PRACTICE, 3rd Edition** is an inclusive, reliable resource for ongoing reference.

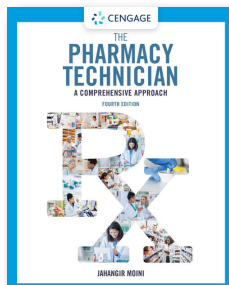
## COMPREHENSIVE

### THE PHARMACY TECHNICIAN, 4E A Comprehensive Approach

Jahangir Moini, *Eastern Florida State College*

© 2021, 960pp, Paperback, 9780357371350

### MindTap



Master the latest knowledge and skills you need to work successfully with today's licensed pharmacists in a variety of clinical or retail settings. Moini's **THE PHARMACY TECHNICIAN: A COMPREHENSIVE APPROACH, 4E** provides readings that explore the

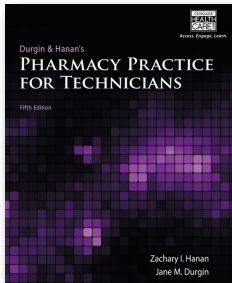
latest medical and pharmaceutical terminology, pharmaceutical calculations, and techniques. You examine critical topics, such as sterile compounding, record keeping, law, ethics, insurance, and billing. In addition, effective learning tools help you master medical and pharmaceutical terminology and avoid today's most common errors, all while strengthening your critical thinking and problem-solving skills. In addition, MindTap online learning resources are available to immerse you in today's typical pharmacy setting for hands-on practice with virtual pharmacy activities. Designed for entry-level students, this edition is invaluable for experienced pharmacy technicians pursuing continuing education or for anyone preparing for national certification exams.

## PHARMACY PRACTICE FOR TECHNICIANS, 5E

Zachary I. Hanan, ZIH Pharmacy Associates; Board of Trustees at the Albany College of Pharmacy and Health Sciences; Sr. Jane M. Durgin, St. John's University, Jamaica, NY

© 2015, 624pp, Paperback, 9781133132769

### eBook



Designed to fully prepare you for the challenges of a career in the pharmacy industry, the Fifth Edition of DURGIN AND HANAN'S PHARMACY PRACTICE FOR TECHNICIANS continues to provide you with the comprehensive coverage that has made

previous editions so popular. Useful as both a learning tool and a reference manual, this practical text covers all aspects of contemporary health care and pharmacy practice, including comprehensive information on basic pharmacy concepts and changes in pharmacy technician duties, practice and regulatory standards. With increased coverage of prescription drug plans, career opportunities, and communication skills, this "classic" text provides you with the information needed to excel in a variety of pharmacy settings.

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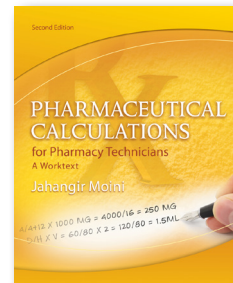
## PHARMACEUTICAL CALCULATIONS FOR PHARMACY TECHNICIANS, 2E

A Worktext

Jahangir Moini, Eastern Florida State College

© 2013, 432pp, Paperback, 9781133131342

### eBook



Math is a critical element of pharmaceutical care and a sound knowledge of math concepts is key to succeeding as a pharmacy technician. The second edition PHARMACEUTICAL CALCULATIONS FOR PHARMACY TECHNICIANS: A

WORKTEXT, provides an effective, hands-on guide to essential math skills, from simple addition and subtraction to formulas used in dosage calculations and basic business math. This highly practical reference helps you develop strong math skills to perform accurate calculations with confidence and prevent medication errors. In addition to informative content, the text includes abundant examples of medication labels, medical forms, and other images to help you apply your professional skills in real-life situations. Now thoroughly updated, this edition is more useful than ever, providing an invaluable resource for students and professional pharmacy technicians alike.

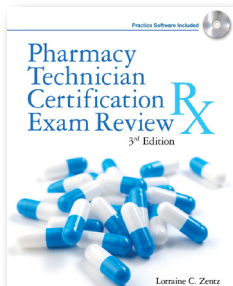
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## PHARMACY TECHNICIAN CERTIFICATION EXAM REVIEW, 3E

Lorraine C. Zentz

© 2012, 608pp, Paperback, 9781428320628

### eBook



PHARMACY TECHNICIAN CERTIFICATION EXAM REVIEW, 3E is a comprehensive, all inclusive study tool to help prepare your students to become certified pharmacy technicians on a national level. This book mirrors content covered on the

Pharmacy Technician Certification Exam (PTCE) and provides both exam content review and practice opportunities in a variety of formats. Ideal for review courses and for individual study, this book is a must-have tool for anyone preparing to take the PTCB and ExCPT exams. Sections are structured to help your students focus on critical topic areas outlined by the Pharmacy Technician Certification Board; including 14 chapters specifically on mathematics with examples and end-of-chapter review questions. This new edition also includes greatly expanded chapters on pharmacology, updated end-of-chapter practice questions, two cumulative tests at the end of the book, and solutions to all chapter review questions and practice exams. For even more practice, the back-of-book CD offers 600 additional review questions to create timed exams that simulate the actual PTCE!

## DOSAGE CALCULATIONS

### NEW EDITION

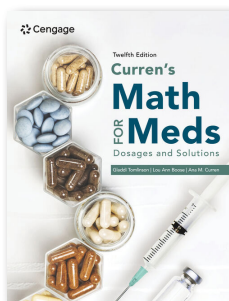
## CURREN'S MATH FOR MEDS, 12E

Dosages and Solutions

Tomlinson/Boose

© 2025, 384pp, Paperback, 9780357768075

### WebAssign



Tomlinson/Boose's CURREN'S MATH FOR MEDS: DOSAGES AND SOLUTIONS, 12e, covers basic math concepts and systems of measurement for dosage calculation. Careful attention to practices encouraging safety in medication

preparation, calculation and administration are outlined. Three common methods of dosage calculation are introduced. Examples encourage students to do practice problems using the method they are most comfortable with. Basic to advanced pediatric and intravenous (IV) calculations are addressed. Photos of drug labels, syringes, hundreds of examples, practice problems and summary test questions provide opportunities to practice interpreting labels of medications commonly seen in clinical practice. Examples guide students with information for safe, accurate dosage calculations. Clinical relevance summaries help connect information in the chapter to the clinical setting.

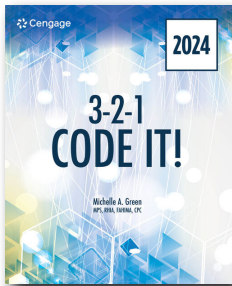
## NEW EDITION

### 3-2-1 CODE IT! 2024 EDITION, 12E

Green

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## MindTap



Updated annually, Green's bestselling 3-2-1 CODE IT! 2024 EDITION and MindTap digital learning solutions equip beginning coders with a comprehensive introduction to today's medical coding. Revised annually to provide the most current information, this

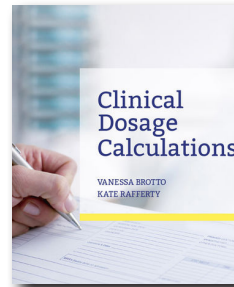
easy-to-use medical coding resource addresses the latest changes to ICD-10-CM, ICD-10-PCS, CPT? and HCPCS Level II code sets. Students begin with diagnosis coding and progress to coding procedures and services. Separate chapters review inpatient and outpatient coding and differentiate general and specific ICD-10-CM and ICD-10-PCS guidelines, HCPCS Level II coding and CPT coding and guidelines. Examples, defined terms and printed and digital practice opportunities reinforce concepts. Computer-assisted coding cases and professional encoder software help prepare students for professional coding credentials.

### CLINICAL DOSAGE CALCULATIONS, 3E

Vanessa Brotto, Deakin University; Kate Rafferty, Cobden District Health Service

© 2020, 304pp, Paperback, 9780170423694

## eBook



Clinical Dosage Calculations is a locally written, full-colour text covering the important aspects of dosage calculations that students require to perform this essential part of clinical practice. An applied skills-focused text, Brotto uses real-life cases, worked

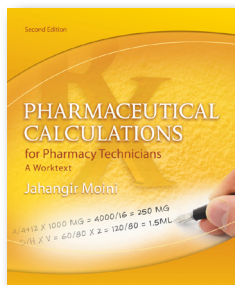
examples and real medication charts and labels to engage students. Using a scaffolded approach to learning, the text starts with fundamental maths and familiarises students with medication charts and labels, then moves on to specialist area chapters, allowing learners to deepen their skills in a clinical context. Students engage in the activities of each chapter as an introduction to the concept before moving onto a chapter where they can test their overall knowledge with practice questions. New, print versions of this textbook come with bonus online study tools on the Got it! Dosage Calculations platform.

## PHARMACEUTICAL CALCULATIONS FOR PHARMACY TECHNICIANS, 2E A Worktext

Jahangir Moini, Eastern Florida State College

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### eBook



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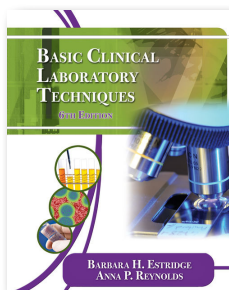
## LAB PROCEDURES

## BASIC CLINICAL LABORATORY TECHNIQUES, 6E

Barbara H. Estridge, Auburn University; Anna P. Reynolds,  
Auburn University

© 2012, 816pp, Paperback, 9781111138363

### eBook



BASIC CLINICAL LABORATORY TECHNIQUES, Sixth Edition demonstrates the techniques performed by laboratory workers and allied health care professionals, including basic clinical laboratory procedures and the theories

behind them. Performance-based to maximize hands-on learning, this “work-text” includes step-by-step instruction and worksheets to help you understand specimen collection, types of analysis, laboratory instrumentation, CLIA and OSHA safety protocols, and much more. No matter which allied health care field you choose, BASIC CLINICAL LABORATORY TECHNIQUES is an easy-to-understand, reliable resource for developing the laboratory skills you need!

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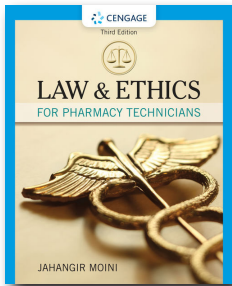
## LAW AND ETHICS

### LAW AND ETHICS FOR PHARMACY TECHNICIANS, 3E

Jahangir Moini, Eastern Florida State College

© 2020, 320pp, Paperback, 9781337796620

#### MindTap eBook



Protect your patients and thrive in your career with LAW AND ETHICS FOR PHARMACY TECHNICIANS, 3rd Edition! Using real-life case studies, this one-of-a-kind resource lets you explore health care liabilities without risk as you develop

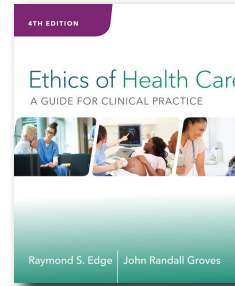
confidence with state and federal regulations, ethics in pharmacy practice, HIPAA, workplace safety, and other key topics recommended by the Pharmacy Technician Certification Board (PTCB) and the American Society of Health System Pharmacists (ASHP). And to keep your momentum going, the end-of-chapter questions, highlighted references, and other features reinforce learning and keep you focused on what matters most. This book also includes a detailed glossary and appendices and in-depth information on medication errors, state boards, and other key reference topics for any stage of your career.

### ETHICS OF HEALTH CARE, 4E A Guide for Clinical Practice

Raymond S. Edge, Dean, School of Health Professions (Retired), Maryville University – Saint Louis; John Randall Groves, Ferris State University

© 2018, 416pp, Paperback, 9781285854182

#### MindTap eBook



Designed for students pursuing careers in a variety of health care programs, ETHICS OF HEALTH CARE: A GUIDE FOR CLINICAL PRACTICE, 4e, equips you with the tools you need to make legal and ethical decisions in real-world practice. The text

teaches you the language of the legal system and biomedical ethics while emphasizing critical thinking, problem solving and professional behavior. The first four chapters provide the foundational knowledge you need to understand the legal system and ethical theory as it relates to health care practice. Later chapters build on these concepts as you explore ethical and legal health care controversies through a wide variety of issues such as reproductive health, organ donation, physician assisted dying, ethical allocation of health care, cloning, genetics, and human enhancements. Each chapter also includes legal and ethical case studies to help you put what you learn into practice.

## PHARMACOLOGY

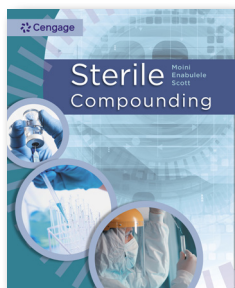
**NEW**

### STERILE COMPOUNDING

*Cengage Learning; Anthony Scott, Emory Healthcare/Emory University Hospital; Obehi Enabulele*

© 2024, 400pp, Paperback, 9780357766040

#### eBook



The modern learner needs to gain value from textbooks that go above and beyond just communicating written text. Moini/Enabulele/Scott's **STERILE COMPOUNDING** will allow students to learn in an interactive and engaging way using dynamic chapter

content, case studies, visual aids and key takeaways that provide meaningful and memorable details about the sterile compounding requirements. The textbook is also organized in a clear and easy-to-follow format, making it a great tool to facilitate learning at any stage. Certified Compounded Sterile Preparation Technician (CSPT) style review questions at the end of each chapter help students get certification-ready.

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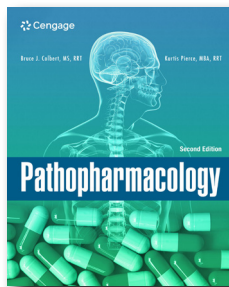
#### NEW EDITION

### PATHOPHARMACOLOGY, 2E

*Bruce J. Colbert, University of Pittsburgh at Johnstown; Kurtis Pierce, University of Pittsburgh at Johnstown*

© 2024, 608pp, Hardback, 9780357618165

#### MindTap eBook



Instead of relying on mass memorization, Colbert/Pierce's **PATHOPHARMACOLOGY**, Second Edition, helps you truly learn and internalize pharmacology and pathophysiology concepts -- for long-term professional success. An engaging

writing style makes even complex topics easy to understand, while real clinical connections highlight the interrelatedness and relevancy of what you are learning. Analogies and learning hints are integrated throughout. For example, Chapter 13 uses a snarling dog illustration to show the sympathetic responses of the nervous system. Now you "know" that when the sympathetic nervous system is stimulated, pupils dilate to get more light in to see the situation and heart rate and breathing increase to get more oxygen to ready muscles for fight or flight. Reading this story makes understanding the autonomic responses easier than memorizing a list. Also available: MindTap.

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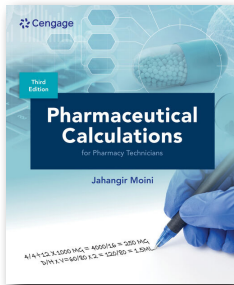
**NEW EDITION**

**PHARMACEUTICAL CALCULATIONS FOR PHARMACY TECHNICIANS, 3E**

*Jahangir Moini, Eastern Florida State College*

© 2024, 416pp, Paperback, 9780357765975

**MindTap WebAssign eBook**



Strengthen your knowledge of the math concepts that are critical to successful pharmaceutical care with Moini's PHARMACEUTICAL CALCULATIONS FOR PHARMACY TECHNICIANS, 3E. This significantly revised hands-on reference guide clearly

addresses essential math skills -- from simple addition and subtraction to formulas used in dosage calculations. You gain the skills needed to perform accurate drug calculations with confidence and help prevent medication errors as a pharmacy technician. In addition to the latest advancements and informative content, this edition includes numerous examples of medication labels, medical forms and other images to help you apply your professional skills in actual life. Clear chapters focus on key skills while additional Critical Thinking Questions and three new certification practice exams reinforce your knowledge. WebAssign digital resources are also available to accompany this invaluable resource.

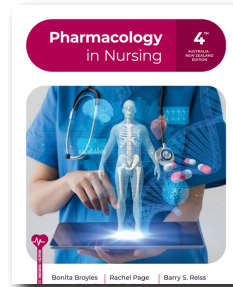
**NEW EDITION**

**PHARMACOLOGY IN NURSING, 4E**

*Bonita E. Broyles; Sussan Pleunik; Rachel Page, Massey University; Emilio Badoer, RMIT*

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**MindTap eBook**



Pharmacology in Nursing focuses on the use of medications within the healthcare environment in Australia and New Zealand. The text helps you understand medications and how they act on the various body systems and its disorders. It also

highlights the need for nurses to understand the science behind medications alongside clinical requirements for medication administration, safety, patient/client education and dosage calculation. Medication tables provide an overview of important medication information, including indications, active ingredients and nursing considerations.

## PHARMACOLOGY IN NURSING AUSTRALIAN & NEW ZEALAND EDITION, 3E

*Bonita Broyles; Gayle McKenzie, La Trobe University; Sussan Pleunik; Rachel Page, Massey University*

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MindTap eBook



Pharmacology in Nursing, 3rd Edition, focuses on the use of drugs as medications within the healthcare environment in Australia and New Zealand. The text helps you understand drugs and how they act on the various body systems and their disorders. It also

covers the responsibilities you have in relation to medication administration and patient management, with an emphasis on nursing care. A review of dosage calculations is also included.

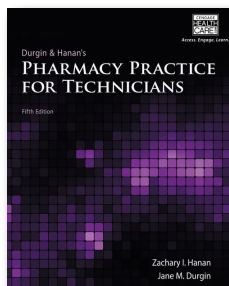
## PHARMACY TERMINOLOGY

### PHARMACY PRACTICE FOR TECHNICIANS, 5E

*Zachary I. Hanan, ZIH Pharmacy Associates; Board of Trustees at the Albany College of Pharmacy and Health Sciences; Sr. Jane M. Durgin, St. John's University, Jamaica, NY*

© 2015, 624pp, Paperback, 9781133132769

eBook



Designed to fully prepare you for the challenges of a career in the pharmacy industry, the Fifth Edition of DURGIN AND HANAN'S PHARMACY PRACTICE FOR TECHNICIANS continues to provide you with the comprehensive coverage that has made

previous editions so popular. Useful as both a learning tool and a reference manual, this practical text covers all aspects of contemporary health care and pharmacy practice, including comprehensive information on basic pharmacy concepts and changes in pharmacy technician duties, practice and regulatory standards. With increased coverage of prescription drug plans, career opportunities, and communication skills, this "classic" text provides you with the information needed to excel in a variety of pharmacy settings.

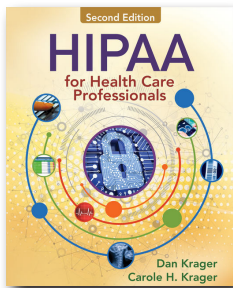
## REFERENCE

### HIPAA FOR HEALTH CARE PROFESSIONALS, 2E

*Dan Krager; Carole Krager, Olney Central College, Olney, IL*

© 2018, 192pp, Paperback, 9781305946064

MindTap **eBook**



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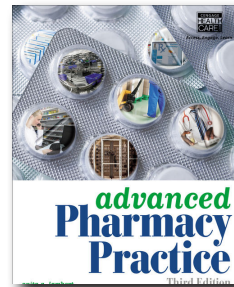
how HIPAA affects health care and insurance through modifications to other related laws. Offered in an easy-to-follow format, the text includes examples, real-life scenarios, and optional interactive features to help you better understand important concepts, test that understanding, and prepare you for a rewarding career in health care.

### ADVANCED PHARMACY PRACTICE, 3E

*Anita A. Lambert*

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The only book of its kind on the market, ADVANCED PHARMACY PRACTICE, 3rd Edition explores nontraditional pharmacy practice for both pharmacists and pharmacy technicians. As pharmacy practice expands into long-term care, home health, home-

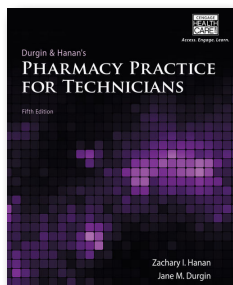
infusion, mail-order, and hospice, pharmacy professionals must develop new skills in service delivery while accepting new roles and increased responsibility in the workplace. ADVANCED PHARMACY PRACTICE, 3rd Edition prepares you for these challenges while introducing the latest research and technologies in less familiar settings, such as specialty, nuclear, veterinary, and federal pharmacy, as well as telepharmacy and the pharmaceutical industry. Chapters outline and differentiate pharmacy technician and pharmacist roles in each practice setting. Features include learning objectives, chapter summaries, critical-thinking questions and answers, key terms, detailed appendices, and a variety of traditional and e-learning supplements to give you more practice and memorize facts with ease. Whether you are a student, or practicing pharmacist or pharmacy technician, ADVANCED PHARMACY PRACTICE, 3rd Edition is an inclusive, reliable resource for ongoing reference.

## PHARMACY PRACTICE FOR TECHNICIANS, 5E

Zachary I. Hanan, ZIH Pharmacy Associates; Board of Trustees at the Albany College of Pharmacy and Health Sciences; Sr. Jane M. Durgin, St. John's University, Jamaica, NY

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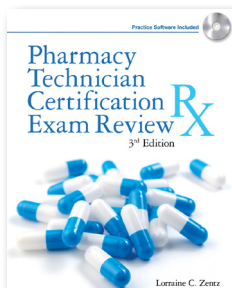
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## PHARMACY TECHNICIAN CERTIFICATION EXAM REVIEW, 3E

Lorraine C. Zentz

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### eBook



PHARMACY TECHNICIAN CERTIFICATION EXAM REVIEW, 3E is a comprehensive, all-inclusive study tool to help prepare your students to become certified pharmacy technicians on a national level. This book mirrors content covered on the

Pharmacy Technician Certification Exam (PTCE) and provides both exam content review and practice opportunities in a variety of formats. Ideal for review courses and for individual study, this book is a must-have tool for anyone preparing to take the PTCB and ExCPT exams. Sections are structured to help your students focus on critical topic areas outlined by the Pharmacy Technician Certification Board; including 14 chapters specifically on mathematics with examples and end-of-chapter review questions. This new edition also includes greatly expanded chapters on pharmacology, updated end-of-chapter practice questions, two cumulative tests at the end of the book, and solutions to all chapter review questions and practice exams. For even more practice, the back-of-book CD offers 600 additional review questions to create timed exams that simulate the actual PTCE!

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# RADIOGRAPHIC TECHNOLOGY

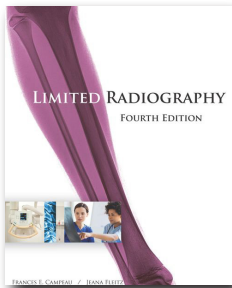
## IMAGING

### LIMITED RADIOGRAPHY, 4E

*Frances Campeau, University of Louisville Radiography Program, Louisville, Kentucky; Jeana Fleitz, M.Ed., RT (R) (M), Former faculty at Jefferson Community and Technical College*

© 2017, 640pp, Paperback, 9781305584754

### MindTap eBook



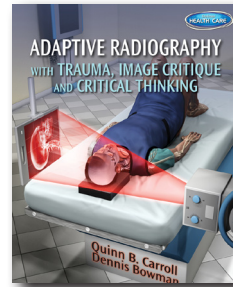
Featuring a new full-color design and packed with illustrations, **LIMITED RADIOGRAPHY, 4e** is an ideal resource for beginning radiography students and limited radiographer training. It offers a comprehensive presentation of both core

radiographic theory and radiographic anatomy and positioning -- teaching you the theory as well as equipping you with the skills you will need to know on the job. Each chapter begins with an explanation of its correlation to the Limited Scope of Practice in Radiography Examination administered by the American Registry of Radiologic Technologists® (ARRT), while end-of-chapter Review Questions help you test your own progress. The text's focus on professional skills -- such as communication, patient care and safety, and radiation safety -- ensures you learn best practices in radiography. In addition, five new chapters walk you step-by-step through radiographic positioning procedures -- complete with illustrations.

### ADAPTIVE RADIOGRAPHY WITH TRAUMA, IMAGE CRITIQUE AND CRITICAL THINKING

*Quinn Carroll, Midland College Radiography Program, Midland, TX (Retired); Dennis Bowman, Cabrillo College Radiologic Technology Program, Aptos, CA*

© 2014, 576pp, Paperback, 9781111541200



**A D A P T I V E** RADIOGRAPHY WITH TRAUMA, IMAGE CRITIQUE, AND CRITICAL THINKING, 1st Edition gives you a fresh perspective on radiographic positioning and critiquing in the real world. Unlike most radiography books, which

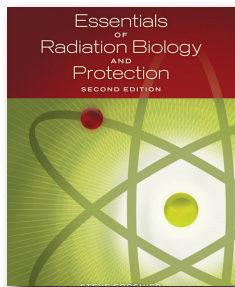
approach topics in terms of the average patient under near ideal conditions, this text offers strategies and helpful tricks of the trade to employ when “the usual” does not apply. Based on developing adaptive thinking skills, the book shows you how to consider the paradigms and rules of radiology, examining and quantifying those that work while challenging those that don't. Thorough discussions on adapting beam angles, beam divergence, expansion of the light field, and spacial relations in positioning deliver the foundations of radiography and introduce quantifiable, repeatable methods. **ADAPTIVE RADIOGRAPHY WITH TRAUMA, IMAGE CRITIQUE, AND CRITICAL THINKING**, 1st Edition also addresses trauma and mobile radiography and positioning, changes brought about by the advent of digital radiography, routine and trauma skull positioning, and much more. Real-life case studies and critical thinking questions help you apply methods to a variety of issues and clinical settings, developing the problem-solving skills you need for success in any radiographic field.

## ESSENTIALS OF RADIATION, BIOLOGY AND PROTECTION, 2E

Steve Forshier, M.Ed, R.T.

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### eBook



Easy-to-read and engaging, this text offers a succinct overview of radiation biology and protection concepts. It teaches both why and how to protect yourself and patients from ionizing radiation. Emphasis is placed on integrating the theory of radiation protection

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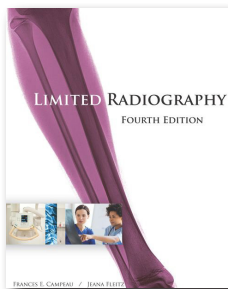
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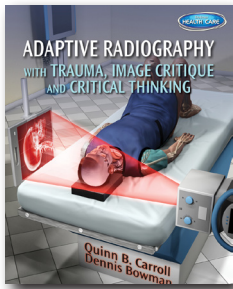


## POSITIONING AND PROCEDURES

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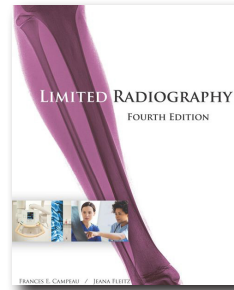
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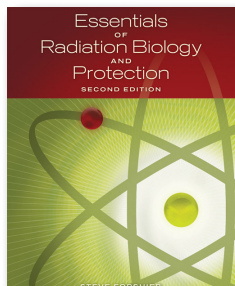
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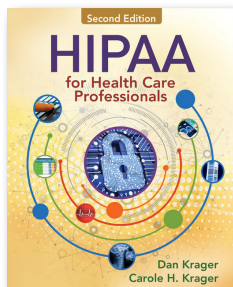
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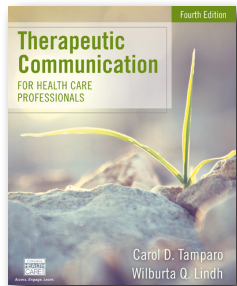
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## THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, 4E

Carol D. Tamparo; Wilburta Q. Lindh, Highline Community College

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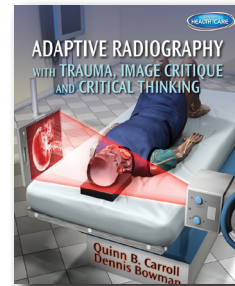
Redesigned with you in mind, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, Fourth Edition is the complete guide to patient interactions in today's clinical care settings. Effective communication can ease

patient anxiety, increase compliance, and enhance health care interactions for all, especially when dealing with life-altering illness, death and dying, depression, substance abuse, and other situations where patient behaviors can be unpredictable. Inside each chapter, you will explore both the good and bad responses caregivers have to stressful scenarios, as well as techniques for improvement. And every chapter starts with a case study to bring life to the page, then reinforces communication strategies with more practice cases, boxed features, role-play exercises, and questions as you go. No matter the situation you face on the job, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, Fourth Edition can prepare you with the soft skills you need to think critically on your feet and help patients cope.

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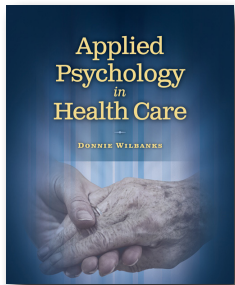
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## APPLIED PSYCHOLOGY IN HEALTH CARE

Donnie J. Wilbanks

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Applying the basics of psychology to provide caregivers with an understanding of the mental health of patients and themselves, *Applied Psychology in Health Care* prepares health care workers to effectively communicate and provide

superior patient care. In its approach to human understanding, this book is a valuable resource to anyone involved in a helping relationship, as a helper or as a client. With 18 years of social work and counseling experience, the author brings a wealth of experience and offers proven skills that can be practiced and developed to enhance the provider's caretaking ability. Application sections present listening and communication skills for each area of specialization to improve health care at all levels.

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## SECTIONAL ANATOMY

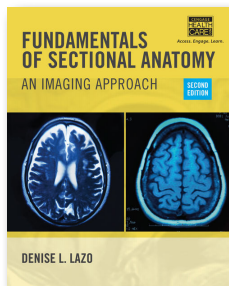
### FUNDAMENTALS OF SECTIONAL ANATOMY, 2E

An Imaging Approach

Denise L. Lazo, *Community College of Rhode Island, Jamestown, RI*

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### eBook



The second edition of *Fundamentals of Sectional Anatomy: An Imaging Approach* is the ideal introductory text for new radiography students, seasoned students preparing for the CT and MRI exams, or anyone interested in learning about

human anatomy. Chapters address the fundamentals of sectional anatomy, starting at the vertex of the skull and descending to the symphysis pubis, with additional in-depth coverage of the vertical column, major joints of the upper and lower extremities, and separate chapters on the facial bones and sinuses. This systematic approach to the organization of the book provides students with the most complete presentation and realistic exposure to sectional anatomy available. Numerous line drawings and two complete sets of fully labeled images complement each section of the text to strengthen the learning experience, while end-of-chapter summaries and review questions challenge readers to assess their understanding of important topics. Building upon its reputation for an uncluttered presentation and clearly labeled images, this new edition presents more than 200 new MR images, dozens of CT images, and new complex illustrations—transporting this already fascinating book into the modern age of radiography.

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# RESPIRATORY CARE

## ANATOMY & PHYSIOLOGY - CARDIOPULMONARY

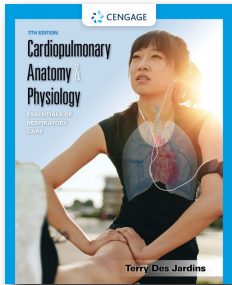
### CARDIOPULMONARY ANATOMY & PHYSIOLOGY, 7E

Essentials of Respiratory Care

Terry Des Jardins, Parkland College, Champaign, Illinois

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### MindTap eBook



Prepare for a career as a leading respiratory therapist with the solid foundation in anatomy and physiology found in Des Jardins' bestselling **CARDIOPULMONARY ANATOMY & PHYSIOLOGY: ESSENTIALS OF**

**RESPIRATORY CARE, 7E.** This extremely reader-friendly presentation delivers the most complete, accurate information about the structure and function of the respiratory system. Clear and concise coverage presents even complicated concepts in an understandable format using full-color design and proven learning features that guide you in applying what you've learned to your professional career. Thirteen new Clinical Connections add to the book's total 141 Clinical Connections that link chapter content to today's clinical setting and highlight actual situations that respiratory therapists encounter every day. These features also direct meaningful discussion and strengthen your critical-thinking skills.

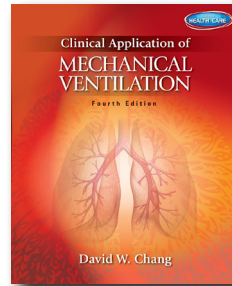
## CALCULATIONS

### CLINICAL APPLICATION OF MECHANICAL VENTILATION, 4E

David W. Chang, University of South Alabama, Mobile, Alabama

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covered, including airway management, understanding ventilator waveforms, and addressing critical care issues, you have the best resource available for understanding mechanical ventilation and its clinical application. Enhancing the learning experience are valuable illustrations of concepts and equipment, highlighted key points, and self-assessment questions in NRBC format with answers. Whether preparing for the national exam or double-checking a respiratory care calculation, this textbook provides the fundamental principles of respiratory care with the clinical guidance necessary for mechanical ventilation.

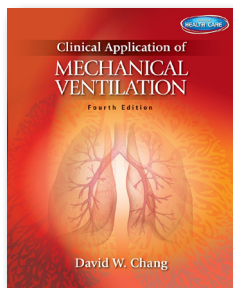
## CASE PROFILES

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## CLINICAL COMPETENCIES

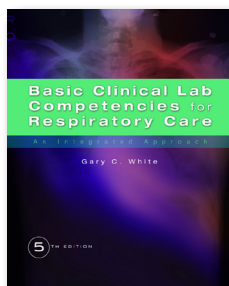
### BASIC CLINICAL LAB COMPETENCIES FOR RESPIRATORY CARE, 5E

An Integrated Approach

Gary C. White, M.Ed., RRT, CPFT, Spokane Community College

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#### eBook



A long time favorite, the fifth edition of BASIC CLINICAL LAB COMPETENCIES FOR RESPIRATORY CARE: AN INTEGRATED APPROACH continues to bring classroom theory to life at the bedside. Known for its integration of theoretical knowledge and

practical skills, this text emphasizes the importance of assessment of need, contraindications, hazards/complications, monitoring, and outcomes assessment in respiratory care. Concise, direct, and easy to understand, this fifth edition has been updated to reflect recent advances in the field in order to ensure that you have the knowledge and skills needed to practice the art and the science of respiratory care.

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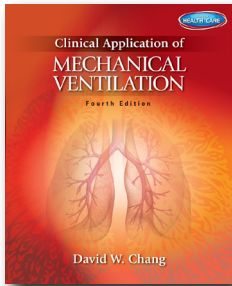
## EQUIPMENT

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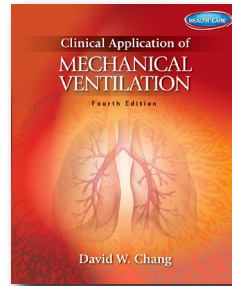
## EXAM REVIEW

### CLINICAL APPLICATION OF MECHANICAL VENTILATION, 4E

David W. Chang, University of South Alabama, Mobile, Alabama

© 2014, 720pp, Paperback, 9781111539580

#### eBook



CLINICAL APPLICATION OF MECHANICAL VENTILATION, FOURTH EDITION integrates fundamental concepts of respiratory physiology with the day-to-day duties of a respiratory care professional. Utilizing the wide degree of topics

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## FOUNDATIONS

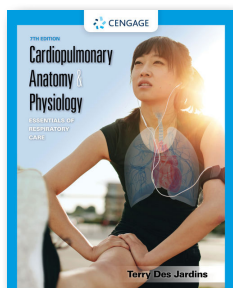
### CARDIOPULMONARY ANATOMY & PHYSIOLOGY, 7E

Essentials of Respiratory Care

Terry Des Jardins, Parkland College, Champaign, Illinois

© 2020, 768pp, Paperback, 9781337794909

#### MindTap eBook



Prepare for a career as a leading respiratory therapist with the solid foundation in anatomy and physiology found in Des Jardins' best-selling **CARDIOPULMONARY ANATOMY & PHYSIOLOGY: ESSENTIALS OF**

**RESPIRATORY CARE, 7E.** This extremely reader-friendly presentation delivers the most complete, accurate information about the structure and function of the respiratory system. Clear and concise coverage presents even complicated concepts in an understandable format using full-color design and proven learning features that guide you in applying what you've learned to your professional career. Thirteen new Clinical Connections add to the book's total 141 Clinical Connections that link chapter content to today's clinical setting and highlight actual situations that respiratory therapists encounter every day. These features also direct meaningful discussion and strengthen your critical-thinking skills.

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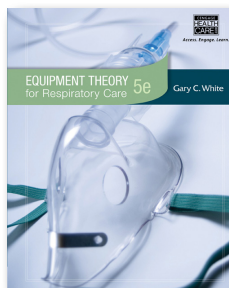
## MECHANICAL VENTILATION

### EQUIPMENT THEORY FOR RESPIRATORY CARE, 5E

Gary White, MEd, RRT, CPFT, Spokane Community College, Spokane, Washington

© 2015, 768pp, Hardback, 9781439059593

#### eBook



The fifth edition of **Equipment Theory for Respiratory Care** employs a comprehensive, competency-based approach to describe the equipment and latest technology used in the respiratory care setting.

With an approachable style,

the book covers the practice of respiratory theory, including: the administration of oxygen and oxygen mixtures by various devices and appliances; the application of mechanical ventilators to assist or control breathing; management of emergency airways; and applications of ventilators for various populations: neonatal, home care, and transport. Additionally, universal algorithms, an enhanced art program, and Clinical Corner problems round out this new edition.

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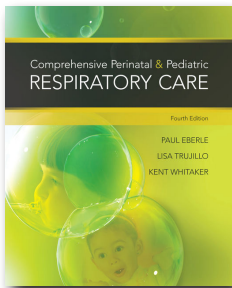
## PERINATAL AND PEDIATRIC

### COMPREHENSIVE PERINATAL & PEDIATRIC RESPIRATORY CARE, 4E

*Kent Whitaker; Paul Eberle, Weber State University; Lisa Trujillo, Weber State University*

© 2015, 815pp, Paperback, 9781439059432

#### eBook



Learn the latest in respiratory care for newborns and children from **COMPREHENSIVE PERINATAL AND PEDIATRIC RESPIRATORY CARE, 4E**. This newly updated book is clear, consistent, and easy for you to follow.

Comprehensive coverage of fetal development of the cardiopulmonary system, is followed by respiratory care of neonatal and pediatric patients, and progresses into causes and care of respiratory illnesses. It provides discussion of the ventilation and oxygenation needs of neonatal and pediatric patients including information on both conventional and special techniques. Topics unique to this book, such as care of parents and home care, are discussed in detail. **COMPREHENSIVE PERINATAL AND PEDIATRIC RESPIRATORY CARE, 4E** provides you with the theory and clinical expertise necessary to embark on your career and meet the challenges presented in a rapidly changing health care environment.

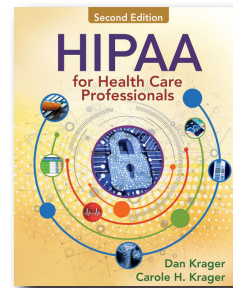
## REFERENCE

### HIPAA FOR HEALTH CARE PROFESSIONALS, 2E

*Dan Krager; Carole Krager, Olney Central College, Olney, IL*

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**HIPAA FOR HEALTH CARE PROFESSIONALS, 2nd Edition**, clearly explains the Health Insurance Portability and Accountability Act, including fundamentals, privacy, security, and common myths. This updated edition also shows you where and

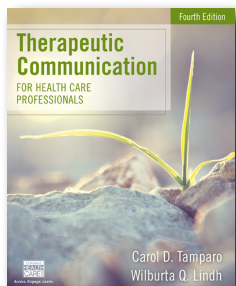
how HIPAA affects health care and insurance through modifications to other related laws. Offered in an easy-to-follow format, the text includes examples, real-life scenarios, and optional interactive features to help you better understand important concepts, test that understanding, and prepare you for a rewarding career in health care.

## THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, 4E

Carol D. Tamparo; Wilburta Q. Lindh, Highline Community College

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### MindTap eBook



Redesigned with you in mind, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, Fourth Edition is the complete guide to patient interactions in today's clinical care settings. Effective communication can ease

patient anxiety, increase compliance, and enhance health care interactions for all, especially when dealing with life-altering illness, death and dying, depression, substance abuse, and other situations where patient behaviors can be unpredictable. Inside each chapter, you will explore both the good and bad responses caregivers have to stressful scenarios, as well as techniques for improvement. And every chapter starts with a case study to bring life to the page, then reinforces communication strategies with more practice cases, boxed features, role-play exercises, and questions as you go. No matter the situation you face on the job, THERAPEUTIC COMMUNICATION FOR HEALTH CARE PROFESSIONALS, Fourth Edition can prepare you with the soft skills you need to think critically on your feet and help patients cope.

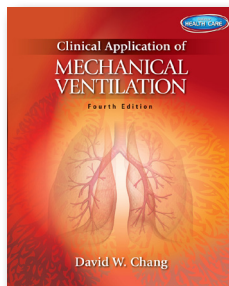
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## CLINICAL APPLICATION OF MECHANICAL VENTILATION, 4E

David W. Chang, University of South Alabama, Mobile, Alabama

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### eBook



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## BASIC CLINICAL LAB COMPETENCIES FOR RESPIRATORY CARE, 5E

An Integrated Approach

Gary C. White, M.Ed., RRT, CPFT, Spokane Community College

© 2013, 706pp, Paperback, 9781435453654

### eBook



A long time favorite, the fifth edition of BASIC CLINICAL LAB COMPETENCIES FOR RESPIRATORY CARE: AN INTEGRATED APPROACH continues to bring classroom theory to life at the bedside. Known for its integration of theoretical knowledge and

practical skills, this text emphasizes the importance of assessment of need, contraindications, hazards/complications, monitoring, and outcomes assessment in respiratory care. Concise, direct, and easy to understand, this fifth edition has been updated to reflect recent advances in the field in order to ensure that you have the knowledge and skills needed to practice the art and the science of respiratory care.

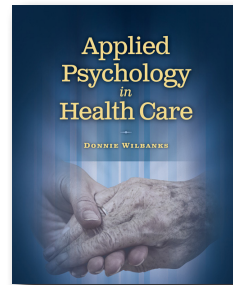
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## APPLIED PSYCHOLOGY IN HEALTH CARE

Donnie J. Wilbanks

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### eBook



Applying the basics of psychology to provide caregivers with an understanding of the mental health of patients and themselves, Applied Psychology in Health Care prepares health care workers to effectively communicate and provide

superior patient care. In its approach to human understanding, this book is a valuable resource to anyone involved in a helping relationship, as a helper or as a client. With 18 years of social work and counseling experience, the author brings a wealth of experience and offers proven skills that can be practiced and developed to enhance the provider's caretaking ability. Application sections present listening and communication skills for each area of specialization to improve health care at all levels.

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# SURGICAL TECHNOLOGY

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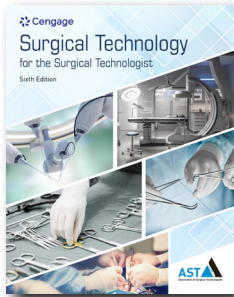
## SURGICAL TECHNOLOGY FOR THE SURGICAL TECHNOLOGIST, 6E

A Positive Care Approach

Association of Surgical Technologists

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Thoroughly mapped to the Core Curriculum for Surgical Technology, 7th Edition, the Association of Surgical Technologists' **SURGICAL TECHNOLOGY FOR THE SURGICAL TECHNOLOGIST: A POSITIVE CARE APPROACH**, 6th EDITION,

delivers the most trusted, up-to-date and comprehensive resource for helping students anticipate the patient's and surgeon's needs before, during and after a surgical procedure. The text addresses essential topics such as surgical asepsis, the surgical patient, technological concepts, all-hazards preparation, perioperative case management, equipment and supplies, practical and technical considerations and more. It uses full-color medical artwork and live surgery images to cover over 200 of the most critical surgical procedures. Helping students maximize their course success, the text also provides numerous learning resources like the "A Positive Care" memory tool, real-life case studies and a powerful digital learning solution, MindTap for Surgical Technology.

**NEW EDITION**

## SURGICAL INSTRUMENTATION, 3E

Nancymarie Phillips, Lakeland Community College (Emerita);  
Anita Hornacky, Lakeland Community College

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Scrub in with **SURGICAL INSTRUMENTATION**, Third Edition! This uniquely useful text helps you understand surgical instruments, how and when to use them, common instrument sets assembled for different types of surgical procedures, how to clean

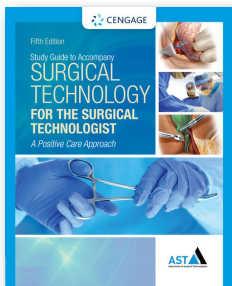
and disinfect instruments and much more. Packed with hundreds of instrument photos and line drawings organized logically by function and surgery type, the text depicts common instruments alone, in collections and disassembled, with close-up views of key parts--making it easy for you to differentiate scissors, clamps, retractors and specialty instruments to create the ideal instrument sets for the surgery at hand. Prepare for professional success in any surgical discipline with **SURGICAL INSTRUMENTATION**, Third Edition.

## STUDY GUIDE WITH LAB MANUAL FOR THE ASSOCIATION OF SURGICAL TECHNOLOGISTS' SURGICAL TECHNOLOGY FOR THE SURGICAL TECHNOLOGIST: A POSITIVE CARE APPROACH, 5TH, 5E

*Association of Surgical Technologists*

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The study guide includes lab activities for each chapter that inspire learning through creative and practical applications, hundreds of questions in each chapter to help reinforce and test your understanding of the concepts, image-labeling

exercises to build your knowledge of instruments and anatomy, and case studies with related questions to develop and sharpen your critical thinking skills.

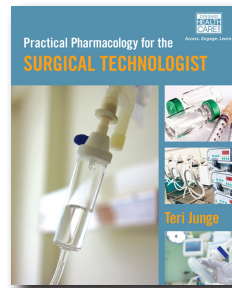
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## PRACTICAL PHARMACOLOGY FOR THE SURGICAL TECHNOLOGIST

*Teri Junge, Triton College*

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## ETHICS & LAW

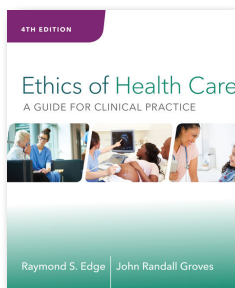
### ETHICS OF HEALTH CARE, 4E

A Guide for Clinical Practice

*Raymond S. Edge, Dean, School of Health Professions (Retired), Maryville University – Saint Louis; John Randall Groves, Ferris State University*

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Designed for students pursuing careers in a variety of health care programs, **ETHICS OF HEALTH CARE: A GUIDE FOR CLINICAL PRACTICE, 4e**, equips you with the tools you need to make legal and ethical decisions in real-world practice. The text

teaches you the language of the legal system and biomedical ethics while emphasizing critical thinking, problem solving and professional behavior. The first four chapters provide the foundational knowledge you need to understand the legal system and ethical theory as it relates to health care practice. Later chapters build on these concepts as you explore ethical and legal health care controversies through a wide variety of issues such as reproductive health, organ donation, physician assisted dying, ethical allocation of health care, cloning, genetics, and human enhancements. Each chapter also includes legal and ethical case studies to help you put what you learn into practice.

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## MICROBIOLOGY

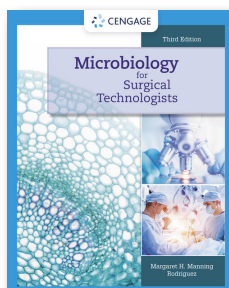
**NEW EDITION**

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*Margaret Rodriguez, El Paso Community College*

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Now you can better understand and prevent disease transmission in today's clinical settings with the logically organized, current coverage in **Rodriguez's MICROBIOLOGY FOR SURGICAL TECHNOLOGISTS, 3E.**

Updated content, meaningful case studies, learning features and supporting visuals help you explore the fascinating relationship between complex human systems and the microscopic world as you examine viruses, bacteria and other common infections and their sources. You establish a critical foundation in perioperative care that prepares you for the latest certification exams and professional success. Detailed overviews of today's health and safety procedures show you how to protect yourself and your patients from harmful microorganisms in the operating room. Discussions integrate the latest scientific developments and highlight today's professional terms, issues and challenges as you master the aseptic and sterile techniques to become a successful surgical technologist.

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Margaret Rodriguez, El Paso Community College

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Witness the fascinating relationship between complex human systems and the microscopic world with MICROBIOLOGY FOR SURGICAL TECHNOLOGISTS, 2nd Edition! In addition to understanding and preventing disease

transmission in perioperative settings, you will explore viruses, bacteria, and other common infections and their sources, as well as their connections to the body's systems. Health and safety discussions are also important, particularly those measures that protect you and your patients from harmful microorganisms in the operating room. MICROBIOLOGY FOR SURGICAL TECHNOLOGISTS, 2nd Edition organizes content logically according to microbial characteristics, while highlighting the relationships between microbiology departments, pathology departments, and surgical technologist responsibilities in the workplace. Plus, special features such as case studies, amusing anecdotes, and contemporary media discussions make learning fun, adding interest to every chapter while helping you prepare for an exciting career as a surgical technologist.

## PHARMACOLOGY

NEW EDITION

### PATHOPHARMACOLOGY, 2E

Bruce J. Colbert, University of Pittsburgh at Johnstown; Kurtis Pierce, University of Pittsburgh at Johnstown

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Instead of relying on mass memorization, Colbert/Pierce's PATHOPHARMACOLOGY, Second Edition, helps you truly learn and internalize pharmacology and pathophysiology concepts -- for long-term professional success. An engaging

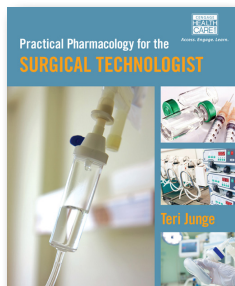
writing style makes even complex topics easy to understand, while real clinical connections highlight the interrelatedness and relevancy of what you are learning. Analogies and learning hints are integrated throughout. For example, Chapter 13 uses a snarling dog illustration to show the sympathetic responses of the nervous system. Now you "know" that when the sympathetic nervous system is stimulated, pupils dilate to get more light in to see the situation and heart rate and breathing increase to get more oxygen to ready muscles for fight or flight. Reading this story makes understanding the autonomic responses easier than memorizing a list. Also available: MindTap.

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Teri Junge, Triton College

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Know the critical facts about patient medications, their common uses, and the safety processes observed in surgical settings today with PRACTICAL PHARMACOLOGY FOR THE SURGICAL TECHNOLOGIST. Created with input from seasoned

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## REFERENCE

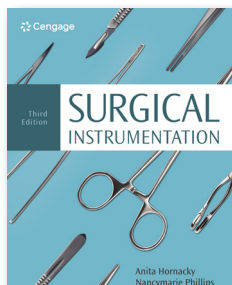
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## SURGICAL INSTRUMENTATION, 3E

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Scrub in with SURGICAL INSTRUMENTATION, Third Edition! This uniquely useful text helps you understand surgical instruments, how and when to use them, common instrument sets assembled for different types of surgical procedures, how to clean

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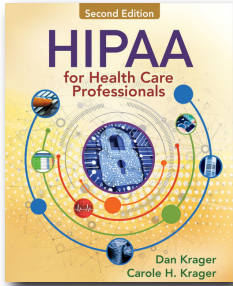


## HIPAA FOR HEALTH CARE PROFESSIONALS, 2E

Dan Krager; Carole Krager, Olney Central College, Olney, IL

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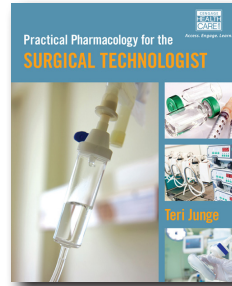
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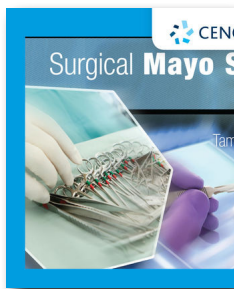
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## SURGICAL MAYO SETUPS, SPIRAL BOUND VERSION, 2E

Tammy Allhoff, Pearl River Community College; Debbie Hinton, Pearl River Community College

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Whether you're a new surgical technologist or starting to learn the field, **SURGICAL MAYO SETUPS**, 2nd Edition is the reliable, detailed resource you need for success in any operating room! Newly revised with more than 130 Mayo-stand and back-table

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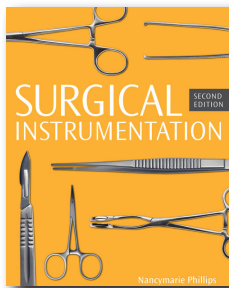
## SURGICAL INSTRUMENTS

## SURGICAL INSTRUMENTATION, SPIRAL BOUND VERSION, 2E

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# Notes



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