



MEDICAL ASSISTING

Library Resources

January 2011



MEDICAL ASSISTING LIBRARY RESOURCES

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CGTC Library Resources
January 2011

Reference Books:

American Drug Index / N. Billups.
Ref RS 355 .A48 2008

American Heritage Stedman's Medical Dictionary
Ref R 121 .A53 2004

American Medical Association Complete Medical Encyclopedia
Ref RC 81 .A2 A497 2003

Atlas of Common Pain Syndromes
Ref RB 127 .W347 2008

Atlas of Human Anatomy
Ref QM 25 .N46 2003

Cambridge Encyclopedia of Human Growth & Development
Ref QP 84 .C26 1998

Cancer Dictionary
Ref RC 262 .A39 2007

Color Atlas of Anatomy
Ref QM 25 .R55 2002

Complete Guide to Prescription & Nonprescription Drugs
Ref RM 301.15 .G75 2008 [on order]

Complete Guide to Symptoms, Illness & Surgery
Ref RC 81 .G834 2006

Consumer Drug Reference / Consumer Reports.
Ref RS 51 .U65 2008

Current Medical Diagnosis and Treatment
Ref RC 71 .A14 2008

Dictionary of Medical Acronyms & Abbreviations
Ref R 123 .J24 2001

Dorland's Illustrated Medical Dictionary
Ref R 121 .D73 2007

DSM-IV TR Mental Disorders : Diagnosis, Etiology, & Treatment
Ref RC 455.2 .C4 F573 2004

Encyclopedia & Dictionary of Medicine, Nursing, & Allied Health
Ref R 121 .M65 2003

Encyclopedia of Foods : A Guide to Healthy Nutrition
Ref TX 349 .E475 2002

Encyclopedia of Human Nutrition
Ref QP 141 .E526 1998

Encyclopedia of Infectious Diseases
Ref RC 112 .T87 2007

Encyclopedia of Mental Health
Ref RC 437 .K34 2008

Encyclopedia of Obesity and Eating Disorders
Ref RC 552 .E18 C37 2000

Encyclopedia of Phobias, Fears, and Anxieties
Ref RC 535 .D63 2000

Encyclopedia of Skin and Skin Disorders
Ref RL 41 .T87 2002

Encyclopedia of Stress
Ref QP 82.2 .S8 E53 2000

Fitzpatrick's Color Atlas & Synopsis of Clinical Dermatology
Ref RL 81 .C65 2005

Fordney's Medical Insurance Dictionary for Billers and Coders / M. Fordney.
Ref HG 9386 .F67 2010

Foods & Nutrition Encyclopedia
Ref TX 349 .F575 1994

Gale Encyclopedia of Cancer
Ref RC 254.5 .G353 2002

Gale Encyclopedia of Medicine
Ref RC 41 .G35 1999

Gale Encyclopedia of Nursing & Allied Health
Ref RT 21 .G353 2002

Gray's Anatomy for Students
Ref QM 23.2 .D73 2005

Griffith's 5 Minute Clinical Consult
Ref RC 55 .A12 2009

Handbook of Diseases
Ref RC 55 .H265 2004

Handbook of Nonprescription Drugs / APhA.
Ref RS 250 .N66 2006

Harvard Medical School Family Health Guide
Ref RC 81 .H38 2000

Hazardous Chemicals Desk Reference / R. Lewis.
Ref T 55.3 .H3 L49 2008

Health Professional's Drug Guide
Ref RS 51 .H43 2003

Health Professions Career and Education Directory
Ref R 735 .A1 H43 2007

Health (Statistics) United States : With Chartbook on Trends in the Health of Americans
Ref RA 407.3 .H43 2006

HIPAA Compliance Handbook 2010 / P. Carter.
Ref KF 3515.3 .A15 H57 2010

Intravenous Medications
Ref RM 170 .G33 2004

Krugman's Infectious Diseases of Children
Ref RJ 401 .I563 2004

Magill's Medical Guide
Ref RC 41 .M34 2008

Mayo Clinic Family Health Book
Ref RC 81 .M473 2003

McGraw-Hill Dictionary of Scientific and Technical Terms
Ref Q 123 .M34 2003

McGraw-Hill Encyclopedia of Science & Technology
Ref Q 121 .M3 2007

Merck Manual of Diagnosis and Therapy
Ref RM 104 .M4 2006

Merck Manual of Medical Information
Ref RC 81 .M535 2003

Mosby's Dictionary of Medicine, Nursing & Health Professions /
Ref R 121 .M89 2009

Netter Collection of Medical Illustrations /
Ref QM 25 .N473 v. 1-8

OSHA Manual on Bloodborne Pathogens
Ref RA 642 .B6 W74 2003

PDR : Physicians' Desk Reference
Ref RM 300 .P48 2010

Poisoning & Drug Overdose
Ref RA 1224.5 .P65 2004

Professional Guide to Diseases /
Ref RT 65 .P69 2009

Professional Medical Office Dictionary
Ref R 121 .G35 2001

Saunders Pharmaceutical Word Book /
Ref RS 51 .S28 2008

Slee's Health Care Terms
Ref RA 423 .S55 2008

Sobotta Atlas of Human Anatomy
Ref QM 25 .A7913 2001

Stedman's Concise Medical Dictionary : For the Medical Professions
Ref R 121 .S8 2001

Stedman's Medical Abbreviations, Acronyms & Symbols /
Ref R 123 .S69 2008

Stedman's Medical Dictionary for the Health Professions and Nursing /
Ref R 121 .S8 2008

Taber's Cyclopedic Medical Dictionary
Ref R 121 .T18 2009

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Health Technology Core Print Books:

Anatomy & Physiology / G. Thibodeau.
QP 34.5 .T49 2007

Anatomy, Physiology, and Pathophysiology for Allied Health / K. Booth.
QM 23.2 .B66 2008

Appleton & Lange Review of Anatomy / R. Montgomery.
QM 32 .M65 2003

Atlas of Human Anatomy / F. Netter.
QM 25 .N46 2003

Basic Infection Control for Health Care Providers / M. Kenamer.
RA 969 .K46 2007

Bloodborne and Airborne Pathogens / National Safety Council.
RA 642 .B56 B53 2009

Bloodborne Pathogens / K. Carruthers.
RA 642 .B56 T48 2008

Body Structures & Functions / A. Scott.
QP 34.5 .F66 2004

A Brief Atlas of the Human Body / M. Hutchinson.
QM25 .H88 2003

Building A Medical Vocabulary : With Spanish Translations / P. Leonard.
R 123 .L46 2001

Communicable Diseases and Infection Control / R. Nixon.
RC 965.E48 N55 2000

Comprehensive Medical Terminology / B. Jones.
R 123 .J685 2003

Control of Communicable Diseases Manual / APHA.
RA 643 .C72 2008

Dunmore and Fleischer's Medical Terminology : Exercises in Etymology /
R 123 .D86 2004

Emerging Infectious Diseases : Trends and Issues / F. Lashley.
RA 643 .E465 2007

Essentials of Anatomy and Physiology / V. Scanlon.
QP 34.5 .S288 2007

Essentials of Human Diseases and Conditions / M. Frazier.
RC 46 .F79 2009

First Aid and CPR Essentials / A. Thygerson.
RC 86.7 .T473 2007

First Aid, CPR, and AED / A. Thygerson.
RC 86.7 .T473 2005

Fundamentals of Anatomy & Physiology / F. Martini.
QP 34.5 .M27 2009

Human Anatomy & Physiology / E. Marieb.
QP 34.5 .M265 2004

Human Biology and Medical Terminology Applications / G. Wistreich.
R 123 .W568 2005

The Human Body Book / S. Parker.
QM 26 .P33 2007

Human Body in Health & Disease / G. Thibodeau.
QP 34.5 .T495 2010

Human Body in Health & Disease / R. Memmler.
QP 34.5 .M48 2009

Illustrated Guide to Medical Terminology / J. Davies.
R 123 .D38 2007

Infection Control in Clinical Practice / J. Wilson.
RC 48 .W525 2006

Infection Control : Science, Management and Practice / J. McCulloch.
RA 969 .I54 2000

Introduction to Medical Terminology / A. Ehrlich.
R 123 .R64 2009

Introduction to Sectional Anatomy / M. Madden.
QM 23.2 .M325 2001

Last's Anatomy : Regional and Applied /
QM 531 .L34 1999

Lippincott's Essentials for Nursing Assistants / P. Carter.
RT 84 .C37 2007

Martini's Atlas of the Human Body / F. Martini.
QM 25 .M286 2009

Medical Terminology : A Living Language / B. Fremgen.
R 123 .F697 2009

Medical Terminology : A Programmed Learning Approach / M. Willis.
R 123 .W4758 2002

Medical Terminology : A Short Course / D. Chabner.
R 123 .C434 2003

Medical Terminology for Health Professions / A. Ehrlich.
R 123 .E47 2009

Medical Terminology Made Easy / J. Denner II.
R 123 .S6 2007

Medical Terminology Made Incredibly Easy.
R 123 .M394 2001

Medical Terminology Simplified : A Programmed Learning Approach by Body Systems /
R 123 .G935 2005

Memmler's the Human Body in Health and Disease / B. Cohen.
QP 34.5 .M48 2009

Netter's Atlas of Human Anatomy for CPT Coding / Kirshner.
QM 25 .K535 2005

Netter's Atlas of Human Physiology /
QP 34.5 .H36 2002

Prevent Infections with Isolation Precautions : Strategies for the CDC Guidelines /
RA 969 .B463 2007

Preventing Infectious Diseases / J. Lindsey.
RA 642 .B56 T48 2007

Professional Guide to Signs & Symptoms / Lippincott, Williams & Wilkins.
RC 69 .P77 2007

Quick & Easy Medical Terminology / P. Leonard.
R 123 .L47 2003

Structure & Function of the Body / G. Thibodeau.
QP 34.5 .T5 2008

Structure & Function of the Human Body / B. Cohen.
QP 36 .M54 2000

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Medical Assisting and Related Occupational Print Books:

3-2-1 Code It! / M. Green.
RB 115 .G74 2007

Administrative Medical Assisting / M. Fordney.
R 728.8 .F64 2008

Administrative Procedures for Medical Assisting / K. Booth.
R 728.8 .A28 2009

All-In-One Care Planning : Medical-Surgical, Pediatric, Maternity, and Psychiatric Nursing
Care Plans / P. Swearingen.
RT 49 .A45 2008

Alzheimer's Disease and Other Dementias : A Practical Guide / M. Agronin.
RC 521 .A377 2008

Assessing and Improving Billing and Collections / C.Teems.
R 728 .T44 2000

Atlas of Ultrasound in Obstetrics and Gynecology / P. Doubilet.
RG 107.5.U4 D68 2003

Automating the Medical Record / J. Daigrepoint.
R 864 .D35 2004

Basic & Clinical Pharmacology / B. Katzung.
RM 300 .B285 2007

Basic Pharmacology for Nurses / B. Clayton.
RM 300 .C5138 2007

Bates' Guide to Physical Examination and History Taking / L. Bickley.
RC 76 .B38 2007

Calculate with Confidence / D. Morris.
RS 57 .G43 2006

Calculation of Drug Dosages / S. Ogden.
RS 57 .R33 2005

Calculation of Medication Dosages : Practical Strategies to Ensure Safety and Accuracy
RS 57 .B68 2008

The Ciba Collection of Medical Illustrations / F. Netter.
QM 25 .N472

Client-Centered Care for Clinical Medical Assisting / V. Koprucki.
R 728.8 .K67 2007

Clinical Diagnosis and Management by Laboratory Methods / J. Henry.
RB 37 .C54 2001

Clinical Ethics : A Practical Approach to Ethical Decisions in Clinical Medicine / Jonsen.
R 724 .J66 2002

Clinical Medical Assisting : Foundations and Practice / M. Frazier.
R 728.8 .F69 2008

Clinical Procedures for Medical Assistants / K. Bonewit-West.
R 728.8 .B66 2008

Clinical Procedures for Medical Assisting.
R 728.8 .C565 2009

Clinically Oriented Anatomy / K. Moore.
QM 23.2 .M67 2006

Code of Medical Ethics : Current Opinions with Annotations / AMA.
R 724 .A618 2002

Coding for HIPAA / J. Narcisi.
HG 9386.5 .C63 2004

Coding for Medical Necessity in the Physician's Office / D. Kelly-Farwell.
RB 115 .F78 2008

The Complete Diagnosis Coding Book / S. Safian.
RB 115 .S34 2009

Complete Guide to Documentation.
RT 50 .C65 2003

The Complete Procedure Coding Book / S. Safian.
R 123 .S18 2009

Comprehensive Health Insurance : Billing, Coding, and Reimbursement / D. Vines.
R 728.5 .C67 2009

Computers in the Medical Office / S. Sanderson.
R 864 .S26 2007

Contemporary Medical Office Procedures / D. Humphrey.
R 728.8 .H845 2004

Core Concepts in Pharmacology / L. Holland, Jr.
RM 301.14 .H655 2007

CPC Coding Exam Review 2010 : The Certification Step / C. Buck.
RB 115 .C77 2010

CPC Coding Exam Review 2009 : The Certification Step / C. Buck.
RB 115 .C77 2009

CPT (Current Procedural Terminology) : 2010 (standard ed.) / AMA.
RB 115 .C175 2010

CPT (Current Procedural Terminology) : 2010 (professional ed.) / AMA.
RB 115 .C176 2010

CPT Changes : 2010 / AMA.
RB 115 .C75 2010

CPT Handbook for Office-Based Coding : AMA and CMS Perspectives / J. Coy.
RB 115 .C854 2010

Current Procedural Terminology (CPT) : 2010 (standard ed.) / AMA.
RB 115 .C175 2010

Current Procedural Terminology (CPT) : 2010 (professional ed.) / AMA.
RB 115 .C176 2010

Davis's Comprehensive Handbook of Laboratory and Diagnostic Tests / Z. Schnell.
RB 38.2 .S37 2009

Davis's Drug Guide for Nurses / J. Deglin.
RM 301.12 .D44 2011 [on order]

Delmar Learning's Clinical Handbook for the Medical Office / M. Heller.
R 728.8 .H45 2004

Delmar's Administrative Medical Assisting / W. Lindh.
R 728.8 .L54 2010

Delmar's Clinical Medical Assisting / W. Lindh.
R 697 .P45 D45 2010

Delmar's Comprehensive Medical Assisting : Administrative and Clinical Competencies /
R 728.8 .T466 2010

Depression After Childbirth / K. Dalton.
RG 852 .D34 2001

The Developing Human : Clinically Oriented Embryology / K. Moore.
QM 601 .M76 2008

Devices and Desires : A History of Contraceptives in America / A. Tone.
HQ 766.5.U5 T66 2001

Diet and Human Immune Function / D. Hughes.
QR 182.2 .N86 D53 2004

Diseases : A Nursing Process Approach to Excellent Care.
RC 55 .D558 2006

Diseases and Disorders : A Nursing Therapeutics Manual / M. Sommers.
RT 51 .S66 2007

Dosage Calculations / G. Pickar.
RS 57 .P53 2004

Dosage Calculations for Medical Careers / K. Haddix.
RS 57 .H334 2002

Dosage Calculations Made Incredibly Easy!
RS 57 .D67 2002

Drug Calculations : Process and Problems for Clinical Practice / M. Brown.
RS 57 .B76 2004

Encyclopedia of Birth Control / V. Bullough.
HQ 766 .E52 2001

Essentials of Health Information Management : Principles and Practices / M. Green.
RA 976 .G82 2005

Essentials of Human Diseases and Conditions / M. Frazier.
RC 46 .F79 2009

Essentials of Pharmacology for Health Occupations / R. Woodrow.
RM 300 .W67 2007

From Patient to Payment : Insurance Procedures for the Medical Office / C. Newby.
R 728.5 C64 2008

Getting Started in the Computerized Medical Office : Fundamentals and Practice / Correa.
R 864 .C67 2005

Handbook of Nutrition and Immunity / edited by M. Gershwin.
QR 182.2 .N86 H36 2004

Handbook of Physician Office Letters / J. Demsey.
R728 .D265 2000

HCPCS Level II : 2010 / C. Buck.
RB 115 .B823 2010

Health Care Fraud and Abuse : A Physician's Guide to Compliance / H. Torras.
KF 3605 .T67 2003

Healthy Pregnancy / E. Fenwick.
RG 525 .F459 2003

Henke's Med-Math : Dosage Calculation, Preparation and Administration / S. Buchholz.
RS 57 .H46 2006

HIPAA : A Short-and-Long-Term Perspective for Health Care / M. Doscher.
KF 1183 .D67 2002

HIPAA Compliance Handbook : Electronic Transactions and Privacy Standards / C.
Countryman.
KF 3823 .H58 2001

HIPAA Compliance Handbook : Final Rule on Standards for Privacy / C. Countryman.
KF 3823 .H57 2001

HIPAA for Allied Health Careers / C. Newby.
KF 3827.R4 N52 2009

HIPAA for Health Care Professionals / D. Krager.
KF 3827 .R4 K73 2008

HIPAA for Medical Office Personnel / D.Krager.
KF 3515.3 .K73 2005

HIPAA Plain & Simple : A Compliance Guide for Healthcare Professionals / C. Hartley.
R 728 .H3628 2004

HIPAA : The Questions You Didn't Know to Ask / M. Meyer.
KF 3827.R4 M49 2004

HIPAA Transactions : A Nontechnical Business Guide for Health Care / E. Jones.
RA 395 .A3 J658 2004

ICD-9-CM Volumes 1, 2 & 3 for Hospitals : 2010 / C. Buck.
RB 115 .B835 2010

ICD-9-CM Coding 2010 : Theory and Practice / K. Lovaasen.
RB 115 .L68 2010

ICD-9-CM Coding Handbook 2010, With Answers /
RB 115 .I342 2010

Insurance Handbook for the Medical Office / M. Fordney.
HG 9396 .F67 2010

Intravenous Infusion Therapy for Medical Assistants / N. Beaman.
RM 170 .B43 2006

An Introduction to Human Disease : Pathology and Pathophysiology Correlations /
RB112 .C76 2007

An Introduction to Immunology / C. Rao.
QR 181 .R34 2002

Introduction to Maternity & Pediatric Nursing / G. Leifer.
RG 951 .L375 2007

Introduction to Medical-Surgical Nursing / A. Linton.
RT 41 .L735 2007

Introductory Clinical Pharmacology / S. Roach.
RM 301.28 .S34 2008

Kinn's The Clinical Medical Assistant : An Applied Learning Approach / D. Kennedy.
R 728.8 .K56 2003

Laboratory & Diagnostic Tests with Nursing Implications / J. Kee.
RT 48.5 .K44 2009

Laboratory Tests and Diagnostic Procedures with Nursing Diagnoses / J. Corbett.
RT 48.5 .C67 2008

Lippincott Williams and Wilkins' Administrative Medical Assisting / E. Molle.
R 728.8 .M655 2004

Lippincott Williams and Wilkins' Comprehensive Medical Assisting / J. Kronenberger.
R 728.8 .H66 2008

Lippincott Williams and Wilkins' Medical Assisting Exam review for CMA and RMA
Certification / H. Houser.
R 728.8 .H68 2005

Lippincott's Photo Atlas of Medication Administration / P. Lynn.
RM 147 .L96 2008

Machine Transcription and Dictation / W. Pasewark.
HF 5548.2 .P78 2001

Managing the Medical Practice / C. Reeves.
R 728 .R435 2003

A Manual of Laboratory & Diagnostic Test / F. Fischbach.
RB 38.2 .F57 2004

Mastering Medical Coding / M. Diamond.
RB 115 .D535 2006

Maternity Nursing / D. Lowdermilk.
RG 951 .B66 2006

Maternity Nursing Care / L. Littleton.
RG 951 .L565 2005

Math for Meds : Dosages and Solutions / A. Curren.
RS 57 .C87 2009

Mayo Clinic Guide to Healthy Pregnancy / edited by R. Harms.
RG 525 .M383 2004

McGraw-Hill Medical Coding : An Introduction / J. Jurek .
RB 115 .M34 2009

McGraw-Hill Medical Dictionary for Allied Health / M. Breskin.
R 121 .D86 2008

McGraw-Hill's Manual of Laboratory & Diagnostic Tests / D. Wilson.
RB 38.2 .W538 2008

Med-Math : Dosage Calculation, Preparation, and Administration / G. Henke.
RS 57 .H46 2000

Medical Assisting : Administrative and Clinical Competencies / L. Keir.
R 728.8 .K44 2008

Medical Assisting : Administrative and Clinical Procedures Including Anatomy and
Physiology.
R 728.8 .M4 2009

Medical Assisting Made Incredibly Easy : Administrative Competencies / G. Kale-Smith.
R 728.8 .K35 2008

Medical Assisting Made Incredibly Easy : Clinical Competencies / M. Buchman.
R 728.8 .B83 2008

Medical Assisting Made Incredibly Easy : Lab competencies / P. Doolin.
R 728.8 .D66 2008

Medical Assisting Made Incredibly Easy : Law and Ethics / R. Gohsman.
R 728.8 .G67 2009

Medical Assisting Made Incredibly Easy : Professionalism / J. Marshall.
R 728.8 .M317 2009

Medical Assisting Review : Passing the CMA, RMA, and Other Exams / J. Moini.
R 728.8 .M653 2009

Medical Dosage Calculations / J. Olsen.
RS 57 .M425 2004

Medical Insurance Billing and Coding : An Essentials Worktext / M. Takahashi.
R 728.5 .F67 2003

The Medical Interview : Mastering Skills for Clinical Practice / J. Coulehan.
RC 65 .C68 2006

Medical Law and Ethics / B. Fremgen.
KF 3821 .F74 2005

Medical Nutrition and Disease : A Case-Based Approach / edited by L. Hark.
RM 216 .M456 2003

Medical Office Procedures / K. Becklin.
R 728.8 .B44 2006

Medical Practice Forms : Every Form You Need to Succeed / K. Borglum.
R 864 .B67 2003

Medical Record Chart Analyzer : Documentation Rules and Rationales with Exercises /
RA 976 .G83 2002

Medical Surgical Nursing Made Incredibly Easy.
RT 51 .M436 2004

Medical-Surgical Nursing Recall / T. Bickston.
RT 55 .B53 2004

Medical Transcription Fundamentals / D. Gilmore.
R 728.8 .G55 2009

Medical Transcription : Fundamentals & Practice / Health Professions Institute.
R 728.8 .M44 2007

Medical Transcription Guide : Do's and Don'ts / M/ Diehl.
R 728.8 .F643 2005

Medical Transcriptionist's Desk Reference / C. Gates.
R 728.8 .C626 2003

Medications and Mathematics for the Nurse / J. Rice.
RM 125 .R53 2002

Memmler's Human Body in Health and Disease / B. Cohen.
QP 34.5 .M48 2009

Mosby's Clinical Skills for Medical Assistants / S. Zakus.
R 697 .P45 Z35 2001

Mosby's Diagnostic and Laboratory Test Reference / K. Pagana.
RB 37 .P24 2007

Mosby's Drug Guide for Nurses / L. Skidmore-Roth.
RM 301.12 .S56 2010

Mosby's Handbook of Diseases / R. Langford.
RT 65 .L37 2005

Mosby's Nursing Drug Reference.
RM 301.12 .M67 2008

Mosby's Surefire Documentation : How, What, and When Nurses Need to Document.
RT 50 .M67 2006

Mothering the New Mother : Women's Needs After Childbirth / S. Placksin.
HQ 759 .P56 2000

The New Killer Diseases : How the Alarming Evolution of Mutant Germs Threatens Us All
QR 177 .L475 2003

The Next Step : Advanced Medical Coding / C. Buck.
RB 115 .B827 2006

Nurses' Handbook of Health Assessment / J. Weber.
RT 48 .N863 2005

Nurses Legal Handbook.
RT 86.7 .N88 2000

Nursing Drug Handbook.
RM 301.12 .N87 2010

Nursing Drug Interactions Handbook.
RM 302 .N85 2009

Obstetric and Gynecologic Ultrasound : Case Review / K. Reuter.
RG 107.5 .U4 J647 2007

Obstetrics : Normal and Problem Pregnancies / S. Gabbe.
RG 524 .O3 2002

Overcoming Postpartum Depression & Anxiety / L. Sebastian.
RG 852 .S43 1998

PDR Nurse's Drug Handbook.
RM 301.12 .S68 2010

Pearson's Comprehensive Medical Assisting : Administrative and Clinical Competencies /
R 728.8 .B425 2007

Pharmacology / R. Howland.
RM 301.14 .P47 2006

Pharmacology / L. McCuiston.
RM 125 .M28 2002

Pharmacology : A Nursing Process Approach / J. Kee.
RM 301 .K44 2006

Physician Assistant : A Guide to Clinical Practice / R. Ballweg.
R 697 .P45 P48 2003

Practical Nursing Calculations : Getting the Dose Right / V. Hext.
RS 57 .H98 2003

Prentice-Hall Health Q & A Review for the Medical Assistant / T. Palko.
R 728.8 .P28 2001

Prescription for Dietary Wellness / P. Balch.
RA 784 .B2492 2003

Prevent Infections With Isolation Precautions : Strategies for the CDC Guidelines
RA 969 .B463 2007

Preventing Infectious Diseases / J. Lindsey.
RA 642 .B56 T48 2007

Principles and Practice of Infectious Diseases / G. Mandell.
RC 111 .P78 2000

Principles and Techniques of Patient Care / F. Pierson.
RT 42 .P48 2002

Principles of CPT Coding / American Medical Association.
RB 115 .P75 2005

Principles of ICD-9-CM Coding / D. Grider.
RB 115 .G73 2001

Principles of Pharmacology for Medical Assisting / J. Rice.
RM 300 .R533 2006

Privacy and Confidentiality of Health Information / J. Dennis.
R 864 .D45 2000

Professional Guide to Signs & Symptoms / Lippincott, Williams & Wilkins.
RC 69 .P77 2007

Professional Review Guide for the CCA Examination / P. Schnering.
RB 115 .P77 2007

Saunders 2008 ICD-9-CM Volumes 1, 2 & 3 / C. Buck.
RB 115 .B835 2008

Saunders...HCPCS Level II / C. Buck.
RB 115 .S286 2008

Saunders Medical Assisting Exam Review / D. Holmes.
R 728.8 .H65 2007

Saunders Nursing Drug Handbook.
RM 301.12 .H572 2010

Saunders Textbook of Medical Assisting / D. Klieger.
R 728.8 .K54 2005

Saunders Textbook of Medical Office Management / A. Address.
R 728.8 .A56 2003

Skin Disease : Diagnosis and Treatment / T. Habif.
RL 74 .S57 2005

Statistical Handbook on Infectious Diseases / S. Watstein.
RA 643 .W33 2003

Step-by-Step Medical Coding : 2010 / C. Buck.
RB 115 .B83 2010

Step-by-Step Medical Coding : 2009 / C. Buck.
RB 115 .B83 2009

Step-By-Step Medical Coding / C. Buck.
RB 115 .B83 2008

Textbook of Disorders and Injuries of the Musculoskeletal System / R. Salter.
RC 925 .S2 1999

Thomson Delmar Learning's Comprehensive Medical Assisting : Administrative and Clinical Competencies / W. Lindh.
R 728.8 .T466 2006

Thomson Delmar Learning's Medical Assisting Exam Review / J. Cody.
R 728.8 .C59 2006

Transcultural Communication in Health Care / J. Luckmann.
RA 418.5.T73 L83 2000

Understanding Health Insurance : A Guide to Billing and Reimbursement / M. Green.
HG 9396 .R68 2008

Understanding Health Insurance : A Guide to Professional Billing / J. Rowell.
HG 9396 .R68 2004

Understanding HIPAA / Society for Human Resource Management.
KF 3823 .U53 2000

Understanding ICD-9-CM Coding : A Worktext / M. Bowie.
RB 115 .B69 2006

Understanding Medical Coding : A Comprehensive Guide / S. Johnson.
RB 115 .U525 2006

Understanding Pharmacology for Health Professionals / S. Turley.
RM300 .T85 2003

Understanding Procedural Coding : A Worktext / M. Bowie.
R 123 .B8 2008

Viruses and Human Disease / J. Strauss.
QR 201 .V55 S77 2002

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Print Journal and Magazine Subscriptions:

CMA Today : Certified Medical Assistant

ISSN 0033-0140

Health Data Matrix

ISSN 1936-2994

International Journal of Nursing Terminologies & Classifications

ISSN 1541-5147

Journal of AHIMA

ISSN 1060-5487

Journal of the American Medical Association (JAMA)

ISSN 0098-7484

Medical Office Billing and Collections Alert

ISSN 1536-3244

Modern Healthcare

ISSN 0160-7480

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Online Journal and Magazine Subscriptions via [GALILEO](#):

<u>Journal Title</u>	<u>GALILEO Database</u>
<u>American Journal of Infectious Diseases</u> ISSN 1553-6203	EBSCOhost Academic Search Complete
<u>American Journal of Pharmacology & Toxicology</u> ISSN 1557-4962	EBSCOhost Academic Search Complete
<u>CMA Today</u> ISSN 1543-2998	ProQuest Nursing & Allied Health Source
<u>Current Drug Delivery</u> ISSN 1567-2018	EBSCOhost Academic Search Complete
<u>Emerging Infectious Diseases</u> ISSN 1080-6040	EBSCOhost Academic Search Complete
<u>Fundamental & Clinical Pharmacology</u> ISSN 0767-3981	EBSCOhost Academic Search Complete
<u>The Health Care Manager</u> ISSN 1525-5794	EBSCOhost Advanced Placement Source
<u>Infant and Child Development</u> ISSN 1522-7227	EBSCOhost Advanced Placement Source
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eBooks (Electronic Books) via [NetLibrary](#):

Achieving Safe and Reliable Healthcare: Strategies and Solutions / M. Leonard.
Chicago Health Administration Press, 2004.

Achieving Service Excellence: Strategies for Healthcare / M. Fottler.
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Against Bioethics / J. Baron.
Cambridge, Mass MIT Press, 2006.

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Antidotes / R. Flanagan.
London, New York CRC Press, 2003.

Applying Quality Management in Healthcare: A Process for Improvement / D. Kelly.
Chicago, Washington, DC Health Administration Press, 2003.

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Birth, Distress and Disease: Placental-Brain Interactions / M. Power.
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Sore Throats / P. Offit.
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Essentials of Anatomy and Physiology / V. Scanlon.
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London, San Francisco Cambridge University Press, 2004.

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Methods, and Practice / P. Emmelkamp.
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Explaining Illness: Research, Theory, and Strategies / B. Whaley.
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What to Eat Before, During, and After Pregnancy / J. Brown.
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Delmar's Medical Terminology Video Series

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Tape 4 : The Musculoskeletal System
Tape 5 : The Nervous System
Tape 6 : The Blood and Lymphatic Systems
Tape 7 : The Cardiovascular System
Tape 8 : The Respiratory System
Tape 9 : The Digestive System
Tape 10 : The Endocrine System
Tape 11 : The Urinary System
Tape 12 : The Male Reproductive System
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- Body Mechanics : Therapeutic and Rehabilitative Procedures
- Emergencies and First Aid Procedures
- Administering Non-Parenteral Drugs, Prescription Writing, and Inventory Procedures

Disc 3 : Programs 10 – 14

- Preparing and Administering Parenteral Medications
- Venipuncture, Hematology, and Immunology Procedures
- Specimen Collection and Processing Procedures
- Cardiac Screening Procedures
- Minor Surgical Procedures in the Medical Office

Acland's DVD Atlas of Human Anatomy Series:

Disc 1 : The Upper Extremity (DVD)

Disc 2 : The Lower Extremity (DVD)

Disc 3 : The Head and Neck, Part 1 (DVD)

Disc 4 : The Head and Neck, Part 2 (DVD)

Disc 5 : The Trunk (DVD)

Disc 6 : The Internal Organs (DVD)

Human Anatomy Series:

Abdominal Organs and Pelvis

Neuroanatomy and Skull

Spinal Column and Lower Limb

Thorax, Abdomen and Pelvis

Upper Limb

Human Body Series:

Arteries : Highways of the Body
Autonomic Nervous System
Balance
Biological Basis of Thinking
Biological Mechanisms of Survival
Biological Preconditions of Learning
Biological Rhythms
Blood : The Body's Freight Carrier
Bones, Cartilage, and Joints
Brain
Causes of Individuality
Cells: Networks of Cooperation (2 copies)
Defense Mechanisms
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External and Internal Disease
Female
From Conception to Birth
Hearing
Heart
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Hormones
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Human Voice
Immune System
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Pain
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Senses of Smell and Taste
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The Circulatory System (DVD)
Digestion and Nutrition (DVD)
The Endocrine System (DVD)
Human Development and the Reproductive System (DVD)
The Immune System (DVD)
The Nervous System and the Senses (DVD)
The Respiratory System (DVD)
The Skeletal and Muscular Systems (DVD)

Living Body Series:

Blood
Bones and Joints
Brain
Breathing
Circulatory System : Two Hearts That Beat as One
Digestion
Homeostasis
Muscles
Reproduction : Designer Babies
Senses
Skin

National Geographic Society Human Body Series:

Circulatory and Respiratory Systems
Digestive System
Muscular and Skeletal Systems
Nervous System
Our Immune System
Reproductive Systems

Anatomy & Physiology Videos (not in a series):

Cardiac System: Assessment Review Series
Human Body : Pushing the Limits (2-disc set) (DVD)
Incredible Human Machine (DVD)
Inside the Living Body (DVD)
Kidney (The World of Living Organisms)
Life Science : Anatomy & Physiology (DVD)
Urinary Tract : Water!

Infection and Disease Control Videos:

Anthrax: What Every Clinician Should Know, Part 1
Anthrax: What Every Clinician Should Know, Part 2
Asepsis / Protection: Using Protective Precautions
Asepsis / Protection: Washing Hands
Block AIDS: Preventing Transmission of HIV and HIV in the Workplace
Bloodborne Pathogens
Body Against Disease
Immunizations
Kantner Speaks on STD / HIV / AIDS (2 copies)
Nursing Skills : Medical Asepsis and Infection Protection
OSHA's Blood Borne Pathogens Standard
Sexually Transmitted Diseases
Skin and Soft Tissue Infections
STD / HIV / AIDS (See: Katner Speaks on STD / HIV / AIDS)
STDs : Risky Business


Legal and Ethical Considerations Videos:

Confidentiality: Who Needs To Know (DVD)
HIPAA: A Guide for Health-Care Workers
HIPAA Legal Liability Issues (DVD)
HIPAA Privacy: A Compliance Overview
Legal and Ethical Issues in Nursing
Legal Issues Confronting Today's Nurses : How to Reduce Risk of Being Sued, Vol. I
Legal Issues Confronting Today's Nurses : How to Reduce Risk of Being Sued, Vol. II

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1. Login to accessCGTC (<https://accesscgtc.centralgatech.edu>)
2. Select the "Learning & Library" tab
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1. Go to: <http://digital.films.com>
2. Enter the following "User ID/Email" and "Password" info (in all lowercase letters) and then click the Login button:
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 - **Password:** library

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Internet Resources:

American Association of Medical Assistants
www.aama-ntl.org

American Medical Association
www.ama-assn.org

American Medical Billing Association
www.ambanet.net/AMBA.htm

American Academy of Professional Coders
www.aapc.com

Centers for Disease Control and Prevention
www.cdc.gov

Centers for Medicare & Medicaid Services
www.cms.hhs.gov

Directory of Open Access Journals (DOAJ) – Free Science Journals Online
www.scipub.org/scipub/journals.php

Georgia Dept. of Community Health
<http://dch.georgia.gov/>

Georgia Statewide AHEC (Area Health Education Centers) Network
<http://www.mcg.edu/ahec/>

Health Careers in Georgia
<http://www.sowega-ahec.org/includes/docs/health-careers-2010.pdf>

HIPAA - U.S. Dept. of Health and Human Services, Office for Civil Rights
www.hhs.gov/ocr/hipaa/

HIPAA.org
www.hipaa.org

ICD-9 Coding Tools from FPM, American Academy of Family Physicians
www.aafp.org/online/en/home/publications/journals/fpm/icd9.html

The Medical Assistant
www.medicalassistant.net

Medical Assisting Career
www.medicalassistingcareer.com

Medical Association of Georgia
www.mag.org

National Association for Healthcare Quality
www.nahq.org

National Association of Healthcare Providers
www.medicalcertification.org

National Foundation for Infectious Diseases
www.nfid.org

Occupational Health for Healthcare Providers (Medline Plus)
www.nlm.nih.gov/medlineplus/occupationalhealthforhealthcareproviders.html

Physician Assistant - American Academy of Physician Assistants
www.aapa.org

Physician Assistant Education Association
www.paeaonline.org

Southern Medical Association
www.sma.org

Southwest Georgia AHEC (Area Health Education Center)
<http://www.sowega-ahec.org/>

Three Rivers AHEC (Area Health Education Center)
www.threeriversahec.org

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Full Text Databases Online via GALILEO:
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EBSCOhost full-text journal databases:

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