

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

### Chapter 12: Professional Fees, Billing, and Collecting

#### TEACH Study Guide Answer Key

##### Vocabulary Review

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

# Kinns Study Guide Answer

**Daniel F McAuley**



## **Kinns Study Guide Answer:**

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Niedzwiecki, RN, MSN, RMA, Julie Pepper, Julie Pepper, BS, CMA (AAMA), 2022-12 *"The" imperial and Asiatic quarterly review*, 1891 **Study Guide and Procedure Checklist Manual for Kinn's the Clinical Medical Assistant** Brigitte Niedzwiecki, Brigitte Niedzwiecki, RN, MSN, RMA, Julie Pepper, Julie Pepper, BS, CMA (AAMA), P. Ann Weaver, P. Ann Weaver, MEd, MT(ASCP), 2022-12 *Books In Print 2004-2005* Ed Bowker Staff, Staff Bowker, Ed, 2004 Human-Centered Computing Don Harris, Vincent Duffy, Michael Smith, Constantine Stephanidis, 2019-11-11 The 10th International Conference on Human Computer Interaction HCI International 2003 is held in Crete Greece 22-27 June 2003 jointly with the Symposium on Human Interface Japan 2003 the 5th International Conference on Engineering Psychology and Cognitive Ergonomics and the 2nd International Conference on Universal Access in Human Computer Interaction A total of 2986 individuals from industry academia research institutes and governmental agencies from 59 countries submitted their work for presentation and only those submittals that were judged to be of high scientific quality were included in the program These papers address the latest research and development efforts and highlight the human aspects of design and use of computing systems The papers accepted for presentation thoroughly cover the entire field of human-computer interaction including the cognitive social ergonomic and health aspects of work with computers These papers also address major advances in knowledge and effective use of computers in a variety of diversified application areas including offices financial institutions manufacturing electronic publishing construction health care disabled and elderly people etc **Study Guide for Kinn's Medical Assisting Fundamentals E-Book** Brigitte Niedzwiecki, 2021-11-23 Get the review and practice you need to master essential medical assisting skills Corresponding to the chapters in Kinn's Medical Assisting Fundamentals 2nd Edition this study guide offers a wide range of exercises to reinforce your understanding of administrative and clinical competencies Review questions test your proficiency with subjects such as anatomy and physiology medical terminology math basics and key administrative and clinical concepts Hands on activities and competency checklists help you apply your knowledge to patient care The 2nd edition adds coverage of expanded skills approved in many states It's all the review and practice you need to succeed in the classroom and begin preparing for a successful and rewarding career as a Medical Assistant Review and practice supports educational competencies and certification test plan coverage Focus on foundational areas includes a solid review of medical terminology anatomy and physiology and basic math calculations Vocabulary review multiple choice fill in the blank and true/false questions test student knowledge and understanding of key concepts Skills Concepts Word Puzzles Case Studies Workplace Applications and Internet Activities enhance study with application and critical thinking exercises Chapter review quizzes assess student comprehension and serve as an excellent review for classroom and certification exams Procedure Checklists help students confirm mastery of key administrative and clinical skills Work Products provide documentation of key tasks and help in building a skills portfolio NEW chapters on intravenous procedures and limited scope radiography provide coverage of expanded Medical Assisting functions approved in many states NEW Expanded content

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complete sentences 1 what is the meaning of the word curriculum the meaning of the word curriculum is all

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web these are q as for the book tuesdays with morrie by mitch albom the questions are in order by chapters starting with the curriculum and ending with conclusion these are 100 correct because they are my answers and my teacher has graded them

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