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QUESTION 1

Which abdominal region lies just distal to the sternum?

- A. Epigastric
- B. Umbilical
- C. Lumbar
- D. Hypogastric

Correct Answer: A

QUESTION 2

Which of the following acronyms would be used when coding if a patient has end-stage renal disease?

- A. EnStReDi
- B. ESRD
- C. End Stage RD
- D. ES Renal Disease

Correct Answer: B

QUESTION 3

Under which of these circumstances must patient records be released?

- A. Demand from an insurance company
- B. Demand from law enforcement
- C. Demand from patient's next of kin
- D. Court subpoena

Correct Answer: D

A court subpoena is the only one of these with which it is compulsory to comply; the other entities must obtain court orders if they wish to access patient records and the patient refuses access. Even in the case of a subpoena, it is best to check the legality of the order with legal staff or senior management before complying.

QUESTION 4

What should be used for cleaning the site of a blood draw?



- A. An alcohol swab
- B. Soap and water
- C. A dry towel
- D. Any of the above

Correct Answer: A

Cleanliness to prevent infection is absolutely vital in all phlebotomy procedures.

Make sure the area of the puncture is thoroughly cleansed with a sterile alcohol swab before sticking.

QUESTION 5

What is adipose tissue in the body?

- A. The outer layer of the skin
- B. The whites of the eye
- C. The sac around the heart
- D. The fatty tissue in the body

Correct Answer: D

QUESTION 6

When should payment for treatment be taken/organized?

- A. At least a month before treatment
- B. Within a month of treatment
- C. Within a week of treatment
- D. Any time before treatment

Correct Answer: D

It is vital that payment is taken, or insurance company authorization of the treatment is obtained, before treatment is given.

If this is not done the treatment provider risks potentially severe losses in the event of a dispute.

QUESTION 7

During an ECG test you should monitor the patient's _____.



- A. Breathing
- B. Heart rate
- C. Temperature
- D. All of these

Correct Answer: D

All vital signs should be carefully monitored during an ECG test and the test should be suspended or aborted if a patient begins to show obvious signs of distress.

QUESTION 8

If a patient has a problem such as deep-vein thrombosis or pulmonary embolism they may need a drug to stop the blood thickening, this is called an _____.

- A. Antihistamine
- B. Antipsychotic
- C. Antitussive
- D. Anticoagulant

Correct Answer: D

When a patient's blood is clotting too quickly, which can cause DVT or pulmonary embolism, they may need an anticoagulant to slow this process.

Common anticoagulants include Coumadin (aka Warfarin) and Heparin.

QUESTION 9

How is it received if a drug is administered transdermally?

- A. Through the skin
- B. Through the mouth
- C. By injection
- D. By suppository

Correct Answer: A

Some drugs can be administered transdermally via a patch on the skin.

This can be a good option for patients who are frightened of needles and for those requiring a steady release of a drug over time.



QUESTION 10

Which of the following should a medical assistant do when a patient calls to cancel an appointment?

- A. Have the doctor call them to reschedule the appointment.
- B. Inform them that their appointment cannot be rescheduled.
- C. Tell the patient the office is too busy to reschedule the appointment.
- D. Process the cancellation and talk to the patient about rescheduling.

Correct Answer: D

QUESTION 11

Gas exchange in the lungs occurs in one-celled air sacs called _____.

- A. Alveoli
- B. Bronchi
- C. Capillaries
- D. Pleurae

Correct Answer: A

QUESTION 12

When choosing a needle for phlebotomy, you must remember that as gauge numbers go up, so the needles get _____.

- A. Shorter
- B. Wider
- C. Narrower
- D. Longer

Correct Answer: C

As the gauge number increases so the bore of the needle becomes smaller.

Always take special care to select the appropriate needle, or you may cause excessive post-draw bleeding or have to make multiple attempts, both of which will cause distress for your patient.



QUESTION 13

A patient comes into your clinic and is having difficulty breathing unless they are in an upright position.

Which of the following is the proper medical term for this condition?

- A. Menarche
- B. Lithiasis
- C. Orthopnea
- D. Gynecomastia

Correct Answer: C

QUESTION 14

The pharmaceutical abbreviation "bid" means _____.

- A. once a day
- B. twice a day
- C. once a week
- D. twice a week

Correct Answer: B

QUESTION 15

Good team members _____.

- A. focus on their tasks and not on some lofty goal.
- B. do not communicate with or interfere with others.
- C. do their job well without helping others with theirs.
- D. accept responsibility and accountability.

Correct Answer: D

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