



LaFleur Brooks' Health Unit Coordinating, 7e

By Gillingham AAS BA CHUC, Elaine A.; Wadsworth Seibel BS MEd CHUC, Monica

Saunders, 2013. Book Condition: New. Brand New, Unread Copy in Perfect Condition. A+ Customer Service! Summary: Get the most comprehensive, in-depth coverage on health unit coordinating from the industry's most popular text! Expert authors Elaine Gillingham and Monica Wadsworth Seibel offer in-depth discussion of key theories and concepts surrounding the profession and guide you through the common responsibilities of a health unit coordinator in both traditional and electronic medical record environments. From greeting new patients and dealing with visitors to transcribing physicians' orders, maintaining statistical reports, and preparing patient charts, this text will prepare you for success across all areas of health unit coordination. Certification Review Guide with mock certification exam is included on the Evolve site with every purchase of the book. Step-by-step instructions on how to perform important procedures include in-depth explanations of key tasks and possible modifications that would meet special requirements. High Priority boxes throughout the text offer useful information such as lists of addresses, organizations, laboratory studies, hospital specialties, health unit coordinator career ladders, helpful hints, and more, related to chapter discussions. Example boxes in the Communication chapters present real-life scenarios that outline the responsibilities of the health unit coordinator in each situation and offer...



READ ONLINE

Reviews

A new e book with a brand new standpoint. I am quite late in start reading this one, but better then never. I discovered this ebook from my i and dad advised this publication to understand.

-- Jada Franecki II

Here is the very best book i have got read through until now. I could possibly comprehended everything using this composed e publication. You will not sense monotony at whenever you want of your time (that's what catalogues are for concerning should you ask me).

-- Izaiah Schowalter