



OKLAHOMA
CareerTech

Badge Details

Name	8778 – Medical Administrative Assistant Certification
Description	The Medical Administrative Assistant duties have evolved in recent years. The MAA is required to be efficient in front office skills as well as knowledgeable in billing, coding, administrative tasks and general patient care. They also need basic knowledge of medical terminology, patient care skills and general office skills.
Criteria	<p><i>Candidates receiving this certification will take an exam with the following criteria:</i></p> <p>The exam is composed of 100 questions.</p> <ul style="list-style-type: none">• HIPAA & Compliance• Scheduling• Medical Records• Types of Insurance• Billing/Coding• Medical Terminology• Anatomy