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Medical Office Management

Christine Malone



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MEDICAL OFFICE MANAGEMENT, written by an author with over 20 years of medical office management experience, addresses all of the intricacies of managing the medical office. Focusing on both issues and skills, it includes chapters devoted to regulatory compliance, personnel management, front office management, appointment scheduling, medical records management, legal and ethical issues, office policies and procedures, health insurance, quality improvement and risk management and more! With its in-depth approach, it contains all the information a medical office manager needs to perform all of the functions of this demanding position.

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