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Question: 1

Which type of office equipment will medical assistants not use?

- A. Swab.
- B. Phone.
- C. PDA.
- D. TTY.

Answer: A

Explanation:

Medical assistants may use all of the tools listed. TTYs, PDAs, and phones, however, are all methods of communication found in offices. Swabs are used in the exam room and not the office.

Question: 2

All of the following are functions of the integumentary system EXCEPT:

- A. assists with prevention of dehydration
- B. controls body temperature
- C. eliminates waste products
- D. produces Vitamin B12 and B1

Answer: D

The integumentary system, comprising the skin, hair, nails, and exocrine glands, serves multiple critical functions vital for maintaining overall health and homeostasis. Let's explore the functions mentioned in the question and clarify why the production of Vitamin B12 and B1 is not among them.

****Assists with prevention of dehydration:**** The integumentary system plays a crucial role in maintaining fluid balance and preventing dehydration. The skin acts as a barrier to water loss, effectively

regulating the amount of water released from the body. Through mechanisms like the production of natural oils and the physical barrier of the epidermis, the skin minimizes excessive water evaporation, thus helping to maintain hydration levels within the body.

****Controls body temperature:**** One of the primary functions of the integumentary system is thermoregulation. The skin helps to control body temperature through mechanisms such as sweating and the dilation or constriction of blood vessels. When the body overheats, sweat glands produce sweat, which evaporates and cools the body surface. Conversely, when temperatures drop, blood vessels in the skin constrict to retain heat, helping to keep the body warm.

****Eliminates waste products:**** The skin contributes to the excretion of waste products through sweat. Although sweating primarily regulates temperature, it can also remove small amounts of metabolic waste, such as urea and lactate. This function supports the kidneys in waste management but is relatively minor compared to other excretory systems in the body.

****Produces Vitamin D:**** The skin is pivotal in the synthesis of Vitamin D, essential for calcium absorption and bone health. When exposed to sunlight, specifically ultraviolet B radiation, the skin synthesizes Vitamin D from cholesterol. This process is crucial for maintaining adequate phosphate and calcium levels for healthy bones and other physiological functions.

****Does NOT produce Vitamin B12 and B1:**** The correct answer to the question is that the integumentary system does not produce Vitamin B12 and B1. Vitamin B12, essential for red blood cell formation and neurological function, is primarily obtained through diet, as it is produced by certain bacteria found in animal products. Similarly, Vitamin B1 (Thiamine), crucial for glucose metabolism and neurological functions, must also be ingested through dietary sources like whole grains, meat, and nuts. Unlike Vitamin D, there is no mechanism in the integumentary system for synthesizing these B vitamins. In summary, while the integumentary system has versatile functions related to protection, sensory perception, temperature regulation, and Vitamin D synthesis, it does not produce vitamins B12 and B1, which are nutrients acquired from dietary sources.

Question: 3

When checking the patient's wound, drainage was noted as "sanguineous". What does this mean?

- A. Contains mostly blood.
- B. Contains pus.
- C. Contains blood and serous fluid.
- D. Contains no blood.

Answer: A

Explanation:

When a patient's wound drainage is described as "sanguineous," it indicates that the drainage contains mostly blood. This type of drainage is typically bright red and can signify active bleeding. It often occurs in fresh wounds or wounds that have been reopened or disturbed.

Understanding different types of wound exudate is crucial for proper wound care and management. Besides sanguineous drainage, there are other terms used to describe wound drainage, each indicating a different condition of the wound. For example, "purulent" drainage refers to a thick, often yellowish exudate that is a sign of infection, as it contains pus, which is composed of white blood cells, dead tissue, and bacteria.

Another term is "serosanguineous," which describes drainage that contains both blood and serous fluid. This type of drainage is typically pink to red in color and is commonly seen in wounds that are healing properly. Serous fluid is a clear, thin, watery fluid that is part of the blood and leaks out of capillaries. Lastly, when a wound drainage is termed "serous," it means that it contains no blood. Serous drainage is clear or slightly yellowish and is composed primarily of the clear portion of the blood (serum). This type of drainage is normal during the inflammatory and proliferative phases of wound healing. Each type of drainage has implications for how a wound is healing and what interventions may be necessary. Accurate assessment and documentation of wound drainage are essential components of effective wound management.

Question: 4

A patient with asthma has what?

- A. Obstructed Airflow.
- B. Forced Vital Capacity.
- C. Restricted Airflow.
- D. Vital capacity.

Answer: A

Explanation:

Asthma is a chronic respiratory condition characterized by the obstruction of airflow in the lungs. This obstruction primarily occurs due to the narrowing of the airways. When an individual with asthma is exposed to various triggers such as allergens, cold air, exercise, or respiratory infections, the airways become inflamed and swollen. This inflammation leads to a temporary narrowing of the passages that carry oxygen to the lungs.

In addition to inflammation, the muscles around the airways can tighten and the airways may produce extra mucus, further reducing the air passage. This combined effect makes it difficult for air to move in and out of the lungs, manifesting clinically as symptoms such as wheezing, shortness of breath, chest tightness, and coughing.

Obstructed airflow in asthma is often reversible, either spontaneously or with medication. Medications used to treat asthma, such as bronchodilators and corticosteroids, work by reducing inflammation and widening the airways. Monitoring and managing asthma involves assessing the airflow in the lungs, which can be done through tests like spirometry that measure the volume of air inhaled and exhaled. It's important to note that while asthma involves obstructed airflow, it differs from other conditions that might also restrict airflow, such as chronic obstructive pulmonary disease (COPD), which is generally irreversible and progressively worsens over time. Asthma's obstruction, on the other hand, is characterized by episodes or attacks, interspersed with periods of relatively normal breathing. This episodic nature of asthma highlights the importance of understanding and avoiding personal triggers to maintain an optimal quality of life.

Question: 5

What is the common root that means "stone"?

- A. blephar/o
- B. calc/i
- C. kal/i
- D. myel/o

Answer: B

Explanation:

The correct root that means "stone" is "calc/i." This root is derived from the Latin word "calx," meaning lime or limestone. In medical terminology, "calc/i" is commonly associated with terms that relate to stones, particularly those found in the body such as in the kidneys or gallbladder. A common example is "calculus," which refers to a stone-like concretion that forms within an organ or duct inside the body. On the other hand, the other roots mentioned – "blephar/o," "kal/i," and "myel/o" – have different meanings. "Blephar/o" is related to the eyelids and is used in terms such as "blepharitis," which is the inflammation of the eyelids. "Kal/i" pertains to potassium, a vital mineral in the human body, involved in terms such as "hypokalemia," which means deficient potassium in the bloodstream. Finally, "myel/o" is associated with the spinal cord or bone marrow, seen in words like "myelodysplasia," a disorder related to bone marrow and blood formation.

Understanding these roots is crucial for grasping the meaning of various medical terms and conditions. Each root is specific to a certain body part or function, which helps healthcare professionals communicate accurately about medical issues. The root "calc/i," specifically referring to "stone," is essential in discussions about conditions involving stone formations, such as kidney stones (nephrolithiasis) or gallstones (cholelithiasis), where this root is at the core of the medical terminology used.

Question: 6

What is the national coding system that reports services for Medicare?

- A. Health Care Common Procedural Coding System.
- B. CPT.
- C. DRG.
- D. ICD-9-CM.

Answer: A

Explanation:

The first level of this system consists of existing CPT codes and the second, additional codes that further explain the broad CPT codes. Level 2 also lists nonprovider services. The third level, which includes codes by private insurance companies, is no longer required. CPT is the terminology used to code various medical procedures and services commonly administered by doctors. DRG stands for Diagnosis Related Groups and is the fee structure of participants of Medicare who receive inpatient care in a hospital setting. ICD-9-CM is the International Classification of Diseases, 9th Revision, Clinical Modification. It consists of three volumes. The first lists the diseases by using a numerical arrangement. The second volume notes diseases and conditions in alphabetical order and the third, lists medical procedures in alphabetical order and numerically.

Question: 7

What does the HCPCS modifier E3 mean?

- A. Upper right eyelid.
- B. Lower right eyelid.
- C. Upper left eyelid.
- D. Lower left eyelid.

Answer: A

Explanation:

The HCPCS (Healthcare Common Procedure Coding System) modifier E3 specifically denotes a medical procedure or service performed on the upper right eyelid. HCPCS modifiers are used in medical billing to provide additional information about a service or procedure performed on a patient. These modifiers help to clarify aspects such as the specific part of the body involved, which is critical for accurate billing and medical records.

In the context of HCPCS, each modifier has a unique purpose and indicates specific details that are essential for healthcare providers and insurance companies. For example, the modifier E3 is particularly important for ophthalmologists and specialists who perform procedures on the eyelids, as it directly affects the coding and billing process. Proper use of such a modifier ensures that the healthcare provider communicates precise details about where the procedure was performed, which in turn supports appropriate billing and facilitates the approval of claims by insurance providers.

It's also important to note the other related modifiers within this context: E4 for the lower right eyelid, E1 for the upper left eyelid, and E2 for the lower left eyelid. Each of these modifiers serves a similar function to E3 but is specific to different quadrants of the eyelids. Using the correct modifier is crucial in avoiding confusion and ensuring that the medical services provided are accurately documented and reimbursed.

In summary, the HCPCS modifier E3 is a critical component of medical coding that denotes services performed on the upper right eyelid. Proper understanding and use of this and related modifiers facilitate effective communication among healthcare providers, coders, and insurers, leading to efficient patient care and billing processes.

Question: 8

The Medical Assistant will comply with HIPPA requirements when using a computer by remembering to do all of the following EXCEPT:

- A. Keep the computer on at all times to keep from wasting time turning it on and off.
- B. Change the passwords frequently.
- C. Protect computers from illegal access with appropriate security devices.
- D. Ensure the computer screens are not in the view of an unauthorized person.

Answer: A

Explanation:

When not in use, the computer should be turned off. This will help maintain security of the computer and prevent illegal use or its being viewed by unauthorized persons.

Question: 9

What should be done to a non-disposable tourniquet soon after it is used on a patient?

- A. It does not have to be cleaned, just stored in a locked area.
- B. It should be cleaned with a disinfectant such as alcohol.
- C. There is no such thing as a non-disposable tourniquet.
- D. It should be cleaned with water only.

Answer: B

Explanation:

After using a non-disposable tourniquet on a patient, it is crucial to clean it with a disinfectant such as alcohol. This step is essential for maintaining a hygienic medical environment and preventing the spread of infectious agents. Tourniquets come into direct contact with the patient's skin and can be exposed to bodily fluids, which may harbor bacteria, viruses, or other pathogens.

Disinfecting a tourniquet involves thoroughly wiping it down with a suitable disinfectant solution. Alcohol is preferred due to its effectiveness in killing a wide range of microorganisms and its rapid evaporation rate, which minimizes drying time. It's important to ensure that the entire surface of the tourniquet is cleaned, including any buckles or fasteners that may also come into contact with the patient.

An alternative to cleaning non-disposable tourniquets is using disposable tourniquets. These are intended for single use and can be discarded after each patient, thus eliminating the risk of cross-contamination between patients. However, in settings where non-disposable tourniquets are used, strict adherence to cleaning protocols is necessary to maintain safety and hygiene standards. It's a common misconception that non-disposable tourniquets do not exist or that they do not require cleaning. In reality, non-disposable tourniquets are widely used in various medical settings. Proper disinfection after each use is not just a recommendation but a requirement to prevent the spread of infections and ensure patient safety.

In summary, cleaning non-disposable tourniquets with a disinfectant such as alcohol is a critical practice in healthcare settings. This process helps to maintain the sterile environment necessary for patient care and prevents the transmission of potentially harmful microorganisms. Always follow the manufacturer's instructions and healthcare facility protocols to ensure effective disinfection.

Question: 10

What is third step in the chain of infection?

- A. Infectious agent.
- B. Reservoir host.
- C. Portal of exit.
- D. Mode of transmission.

Answer: C

Explanation:

The third step in the chain of infection is the "Portal of Exit."

In the context of infectious diseases, the portal of exit refers to the pathway through which an infectious agent leaves its reservoir host. The reservoir host, which is the second step in the chain of infection, is any person, animal, plant, soil, or substance in which an infectious agent normally lives and multiplies. The portal of exit is critical for the spread of an infection because it enables the infectious agent to leave the reservoir and move towards a new host.

Common portals of exit include: - Respiratory tract (e.g., through coughing or sneezing) - Gastrointestinal tract (e.g., through feces or saliva) - Genitourinary system (e.g., urine, sexual fluids) - Skin (especially through breaks in the skin or wounds) - Blood (e.g., through bleeding or medical procedures involving needles)

Understanding the portals of exit is essential for controlling the spread of infections. For instance, measures like covering one's mouth when coughing or sneezing and proper handwashing techniques can effectively block these exits and reduce the transmission of pathogens. In medical settings, strict protocols for handling and disposing of bodily fluids are crucial to prevent healthcare-associated infections.

In summary, the portal of exit is a pivotal link in the chain of infection, serving as the path through which an infectious agent leaves its host. Managing and controlling this step can significantly hinder the spread of infectious diseases.



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