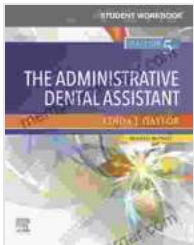


Student Workbook for the Administrative Dental Assistant: Revised Reprint

The Perfect Companion for Dental Assisting Students

The Student Workbook for the Administrative Dental Assistant Revised Reprint is a comprehensive resource for students in dental assisting programs. It provides a step-by-step guide to the administrative skills and knowledge required to succeed in the field.



Student Workbook for The Administrative Dental Assistant - Revised Reprint - E-Book by Linda J Gaylor

★★★★★ 5 out of 5

Language : English
File size : 37498 KB
Text-to-Speech : Enabled
Screen Reader : Supported
Enhanced typesetting : Enabled
Print length : 192 pages



The workbook is divided into eleven chapters, each of which covers a different aspect of administrative dental assisting. These chapters include:

- Professionalism and Ethics
- Patient Management
- Appointment Scheduling
- Financial Management

- Insurance Processing
- Dental Office Technology
- Sterilization and Infection Control
- Legal and Ethical Issues
- Career Development

Each chapter includes:

- Learning objectives
- Key terms
- Study questions
- Activities
- Case studies

The workbook also includes a glossary of dental terms and a comprehensive index.

What's New in the Revised Reprint?

The Revised Reprint of the Student Workbook for the Administrative Dental Assistant includes a number of new features and updates, including:

- New content on electronic health records (EHRs)
- Updated information on dental insurance coverage
- New case studies and activities
- A revised glossary of dental terms

- A new appendix on career development

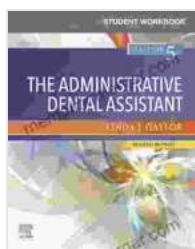
Why Choose the Student Workbook for the Administrative Dental Assistant?

The Student Workbook for the Administrative Dental Assistant Revised Reprint is the perfect resource for students in dental assisting programs. It provides a comprehensive guide to the administrative skills and knowledge required to succeed in the field. The workbook is written by experienced dental assisting educators and is up-to-date with the latest industry standards.

If you are a student in a dental assisting program, then the Student Workbook for the Administrative Dental Assistant Revised Reprint is a must-have resource.

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