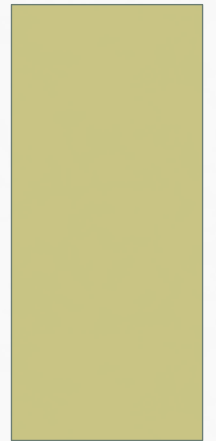


Medical Office

Administrative Procedures



# AMERICAN ASSOCIATION OF MEDICAL ASSISTANTS

AAMA

# AAMA Website

<http://www.aama-ntl.org/>



AMERICAN ASSOCIATION  
OF MEDICAL ASSISTANTS

Sign In | Create Account | 

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Medical Assisting

CMA (AAMA) Exam

Continuing Education

Membership

CMA Today




Employers

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News

# AAMA

- Tri-level organization

- National level  American Association of Medical Assistants (AAMA)
- State level  Oregon Society of Medical Assistants (OSMA)
- Local level  River Cities Chapter of Medical Assistants (RCCMA)

# OSMA Website

- <http://www.onlineosma.org/>



# Professional Membership

- Benefits for becoming a member of a professional organization;
  - Access to AAMA legal questions
  - Answer job-related questions (federal and state laws)
  - Enhance professional credibility and growth
  - CMA Today Magazine
  - Exam discounts, CEU discounts
  - Networking

## Membership

Benefits

Join

Volunteer

## Benefits

The AAMA is the premier association dedicated exclusively to medical assistants. Members save money, get in the know, and meet people who are in the profession.

# RCCMA

- Monthly Education at Providence Medical Center
  - Second Saturday of the Month
  - 8:00am to 10:30am

Providence Medical Center, Cancer Building  
Amphitheater  
4805 NE Glisan St.  
Portland, OR

# Certification Exam

- National Certification Exam
  - CAAHEP or ABHES Accredited Educational Programs
  - Completion of 160 clinical hours
  - 66.7% national pass rate
    - PCC 100% pass rate (until last year)
  - 200 multiple choice questions
  - Take test 3 times within 60 months



# Certification Exam

## National Certification Exam

- Background check
  - If positive for felony: Application must include special paper

### **Felonies/professional misconduct: Requesting a waiver to recertify**

Generally, individuals who have been found guilty of a felony, pleaded guilty to a felony or had a professional license, registration, or certification denied, revoked, suspended, or subjected to probationary conditions by a regulatory authority or certification board are not eligible for the CMA (AAMA) Exam. However, the Certifying Board may grant a waiver based upon mitigating circumstances. If you wish to request that the Certifying Board permit you to take the exam, you must submit a [Request for Waiver](#) form (available at [www.aama-ntl.org](http://www.aama-ntl.org)) and written evidence, such as the following, that demonstrates you should not be prevented from recertifying your CMA (AAMA) credential.

# Exam Applications

<b>Preferred testing period start date in the month of</b>	<b>Application is due on</b>	<b>Mail application by</b>
January	October 1 of prior year	September 20 of prior year
February	November 1 of prior year	October 20 of prior year
March	December 1 of prior year	November 20 of prior year
April	January 1 of same year	December 20 of prior year
May	February 1 of same year	January 20 of same year
June	March 1 of same year	February 20 of same year
July	April 1 of same year	March 20 of same year
August	May 1 of same year	April 20 of same year
September	June 1 of same year	May 20 of same year
October	July 1 of same year	June 20 of same year
November	August 1 of same year	July 20 of same year
December	September 1 of same year	August 20 of same year

# Exam Costs

Eligibility, documentation, and fees		
Eligibility category	Required documentation	Fee (nonrefundable)
<p><b>Category 1</b> Completing student or recent graduate of a CAAHEP or ABHES medical assisting program</p> <p>Completing students may take the exam no more than 30 days prior to completing their formal education and practicum.</p>	<p>No documentation required. Your program completion—including a practicum—must be verified by your program director in order for you to receive your official scores and certification.</p>	<p>\$125</p>

# Continuing Education

- **60 CEU's every 5 years**

- 10 Clinical
- 10 Administrative
- 10 General



30 AAMA approved

- 30 additional hours



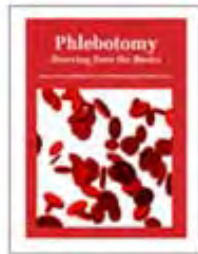
Any category

# Continuing Education

- Self Study Courses you can purchase from the AAMA website store;



[Health Care Law and Ethics - Set](#)



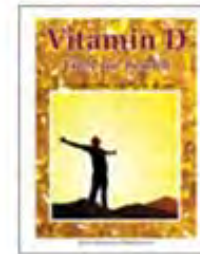
[Phlebotomy: Drawing from the Basics](#)



[Microorganisms and Human Diseases](#)



[Nutrition for Women-Part III](#)



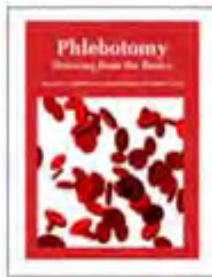
[Vitamin D](#)

[See All](#)

# Continuing Education

- Example of cost and hours;

## View Product



**Product Name:** Phlebotomy: Drawing from the Basics

**Category:** Continuing Education Self-study Courses

**Description:** Learn basic phlebotomy procedures and the legal and ethical issues common to the practice.

**20 CEUs (clin)**

**Price:** \$80.00

**Member savings: \$80.00**

# Continuing Education

- Example of cost and hours;



## Combo Deal: Law & Ethics, Accts Rec, Microorganism

This combo is packed with *Health Care Law and Ethics*, *Accounts Receivable and Collection for the Medical Practice*, and *Microorganisms and Human Disease*.

**67 CEUs (30 gen, 15 adm, 22 clin)**

Member Price: **\$136.00** | Nonmember Price: **\$273.00**

# Continuing Education

## My Transcript

CEU View:

Course ID	Date Achieved	CEUs	Category	Program Title
125214	11/09/2013	2	A	ICD-10-CM
124576	06/10/2013	1	AG	The Affordable Care Act
124732	06/08/2013	2	CG	ADULT IMMUNIZATIONS
124205	04/18/2013	2	A	Medicare Advantage Plans and Medigap Supplements
124193	04/18/2013	1.5	AG	Understanding Coordinated Care Org. (CCO's)
124192	04/18/2013	1.5	G	Motivational Interviewing/Helping Patients Understand
123396	11/10/2012	2	CG	The Ear and Hearing: Audiology and Common Ear Problems
121691	04/02/2012	5	A	Accounts Receivable and Collection for the Medical Practice



# Employers

## Employers

[Verify CMA \(AAMA\) Status](#)

[Search by SSN](#)

[Search by Name and State](#)

[Search by Certification ID](#)

[Why Hire a CMA \(AAMA\)?](#)

[State Scope of Practice Laws](#)

[Recruit a CMA \(AAMA\)](#)

## Verify CMA (AAMA) Status

Instantly verify CMA (AAMA) credentials for ...

- Medical assisting staff members
- Medical assisting job applicants

[Search by Social Security Number](#)

[Search by Name and State](#)

[Search by Certification ID](#)