

**SOUTH TEXAS TRAINING CENTER – PHARR
MEDIA & LEARNING RESOURCES LIST**

CAMPUS LIBRARY

TEXTBOOK RESOURCES

TITLE	Subtitle	AUTHOR OR PUBLISHER	ISBN
Administrative Medical Assisting	Foundations and Practice	Christine Malone	9780131999329
All Things Nursing			9781582555591
Anatomy Student's Self-Test Coloring Book		Kurt Albertine	9780764137778
Anatomy, Physiology, and Disease for the Health Professions		Kathryn A. Booth, Terri D. Wyman, Virgil Stoia	9780073402222
Applied Anatomy & Physiology	A Case Study Approach	Brian Shmaefsky	9780763823375
Assisting with Patient Care		Sheila A. Sorrentino	9780323024969
Basic Keyboarding for the Medical Office Assistant		Edna Jean Moss	9781401811891
Basic Skills for Nursing Assistants in Long-term Care		Sheila A. Sorrentino, Bernie Gorek	9780323022033
Being a Caregiver in a Home Setting		Elana D. Zucker	9780132741897
Being a Nursing Assistant		Francie Wolgin	9780131828735
Business	A Changing World	O. C. Ferrell, Geoffrey A. Hirt	9780072288810
Campbell-Walsh Urology		Alan J. Wein, Louis R. Kavoussi	9781455775675
Cardiopulmonary Anatomy and Physiology		Terry Des Jardins, Terry R. Des Jardins	9780766825352
Charting Made Incredibly Easy!		Lippincott Williams & Wilkins	9781605471969
Clinical Medical Assisting	Foundations and Practice	Margaret Schell Frazier, Connie Morgan	9780130893376
Clinical Nursing		June M. Thompson	801649536
competency exam	prep and review	Barbara Acello	9790766814294
Complete Phlebotomy Exam Review		Pamela Primrose	9780323239110
Contemporary Medical Office Procedures		Doris Humphrey	9781401863456
Diseases			9780874348392
E-Z ECG Rhythm Interpretation		Henry B. Geiter	9780803610439
ECG Interpretation	An Incredibly Easy! Workout	Kristin Baum, Gale Thompson, Susan Williams	9780781783088
ECG Interpretation Made Incredibly Easy!		Lippincott Williams & Wilkins	9781608312894
ECG Workout	Exercises in Arrhythmia Interpretation	Jane Huff (RN.)	9781451115536
ECGs Made Easy		Barbara Aehlert	9780323170574
ECGs Made Easy		Barbara Aehlert	9780323401302
ECGs Made Easy		Barbara Aehlert	9780323170574
ECGs Made Easy		Barbara Aehlert	9780323401302
Electronic Health Records		Byron Hamilton	9780073374390
Electronic Health Records		Byron Hamilton	9780073402147
Essentials of Electronic Health Records		Richard Gartee	9780137085255
Essentials of Human Diseases and Conditions		Margaret Schell Frazier, RN, CMA, BS, Jeanette Drzymkowski, RN, BS	9780323228367
Essentials of Medical Language		Karen Lockyer, David Allan	9780073374611
Essentials of Medical Terminology		Juanita Davies	9780766831100

Falls in Older People	Prevention and Management	Rein Tideiksaar	9781878812858
Flip and See ECG		Elizabeth Gross Cohn	9780323084529
Foundations of Psychiatric Mental Health Nursing	A Clinical Approach	Elizabeth M. Varcarolis. Margaret Jordan Halter	9781416066675
Fundamental Concepts and Skills for the Patient Care Technician		Kimberly Townsend. Kimberly Townsend Little	9780323430135
Fundamentals of Sectional Anatomy	An Imaging Approach	Denise L. Lazo	9781401879327
Gerontological Nursing		Patricia A. Tabloski	9780135038109
Gerontological Nursing Review and Resource Manual		Paula Gillman	9780979381119
Gray's Anatomy		Henry Gray	9781566198226
Gray's Anatomy for Students	With Student Consult Online Access	Richard Drake. A. Wayne Vogl. Adam W. M. Mitchell	9781455758982
Guía de Técnicas para Asistentes de Enfermería			9781888343649
Guía de técnicas para asistentes de enfermería		Hartman Publishing Staff. Jetta Lee Fuzy	9781888343960
Guía de técnicas para ayudantes de salud en al hogar		Jetta Lee Fuzy. Hartman Publishing. Inc	9781604250091
Guía de Técnicas para Ayudantes de Salud en el Hogar		Hartman Publishing Inc.	9781604250589
Handbook for Directors of Nursing in Long-term Care		Ethel L. Mitty	9780827367777
Handbook of Geriatric Nursing Care		Springhouse Corporation	9780874349405
Handbook of Medical-surgical Nursing			9780874348774
Hartman Guía Básica Para El Cuidado Por Asistentes de Enfermería		Hartman Publishing Inc.. Jetta Fuzy	9781604250534
Hartman Guía Básica para el Cuidado Por Asistentes de Enfermería		Hartman Publishing	9781604251036
Hartman's Nursing Assistant Care	The Basics	Hartman Publishing	9781604250145
Health Care Science Technology: Career Foundations. Student Edition		Kathryn A. Booth	9780078780929
Health Information	Management of a Strategic Resource	Mervat Abdelhak. Mary Alice Hanken	9780323263481
Home Health Nursing	Assessment and Care Planning	Marie S. Jaffe. Linda Skidmore-Roth	9780815148777
How to Be a Nurse Assistant	Career Training in Long Term Care	Margaret Casey-Mederios	9780970521903
How to Be a Nurse Assistant: Student Textbook		Jeanne A. Boschert	9780981828848
ICD-10-CM/PCS Coding: Theory and Practice. 2017 Edition		Karla R. Lovaasen	9780323478052
Instructors Guide to Accompany "Mosby's Textbook for Home Care Aid"		Birchenall	9780323018388
instructors resource manual	missy's essentials for nursing assistants	Sorrentino Gorek	9780323039178
Integrated Electronic Health Records: A Worktext for Greenway Medical Technologies' PrimeSUITE		M. Beth Shanholtzer	9780077508722
Introduction to Anatomy and Physiology		Susan J. Hall. Michelle A. Provost-Craig. William C. Rose	9781619604124
Keys to Success	How to Achieve	Carol Carter. Sarah Lyman Kravits	9780138610890

	Your Goals		
Kinn's the Medical Assistant	An Applied Learning Approach	Deborah B. Proctor. Brigitte Niedzwiecki. Julie Pepper. Payel Madero. Payel Madero Bhattacharya. Marti Garrels. Helen Mills	9780323353205
Laboratory and Diagnostic Testing in Ambulatory Care	A Guide for Health Care Professionals	Marti Garrels. Carol Oatis	9781455772469
Law & Ethics for the Health Professions		Carlene Harrison. Ed.D. CMA. Karen Judson. BS	9780073374710
Lesson Plan Manual and Curriculum Guide		Sorrentino	9780323042246
Libro de Actividades	Guia De Tecnicas Para Asistentes De Enfermeria. Segunda Edicion	Inc. Hartman Publishing	9781888343861
Libro de Actividades Guía Básica de Hartman para el Cuidado por Asistentes de Enfermería		Hartman Publishing	9781604250183
Libro de Actividades Guía Básica de Hartman para el Cuidado Por Asistentes de Enfermería		Hartman Publishing	9781604251043
Lippincott Williams & Wilkins' Comprehensive Medical Assisting		Judy Kronenberger. Laura Southard Durham. Denise Woodson	9781451100655
Lippincott Williams and Wilkins' Administrative Medical Assisting		Elizabeth A. Molle. Laura Southard Durham	9780781737753
Lippincott's Essentials for Nursing Assistants	A Humanistic Approach to Caregiving	Pamela J. Carter	9780781796873
Make Your Mark in Health Service		Phyllis Pogrund & Rosemary Gre	9780802309150
Manual of Psychiatric Nursing Care Plans	Diagnoses. Clinical Tools. and Psychopharmacology	Elizabeth M. Varcarolis	9781416029168
Medical Assistant Exam Strategies. Practice & Review with Practice Test		Kaplan Nursing	9781625232656
Medical Assisting	Administrative and Clinical Procedures Including Anatomy and Physiology	Kathryn A. Booth. Leesa Whicker. Sandra Moaney-Wright	9780073374543
Medical Assisting Administrative and Clinical Competencies		Michelle Blesi. Barbara A. Wise. Cathy Kelley-Arney	9781111135126
Medical Manager		Richard Gartee	9781401825751
Medical Office Administration	A Worktext	Brenda A. Potter	9780323763837
Medical Terminology	Mastering the Basics	Cindy Destafano. Fran M. Federman	9781619605800
Medical Terminology Made Easy		Jean Tannis Dennerll	9780766826731
Medical Terminology: A Programmed Approach		Paula Bostwick. Heidi Weber	9780073402246
Medical Terminology: A Short Course		DAVI-ELLEN. CHABNER	9780323479912
Medical-Surgical Nursing	Patient-Centered Collaborative Care. Single Volume	Donna D. Ignatavicius. M. Linda Workman. PhD. RN. FAAN	9781455772551
Merriam-Webster's Everyday Language Reference Set		Mary W. Cornog. Merriam-Webster. Inc. Staff	9780877799399
Mosby's Anatomy and Physiology Coloring Book		Mosby	9780323226110
Mosby's Dictionary of Medicine. Nursing & Health Professions		Mosby. Inc	9780323074032

Mosby's Essentials for Nursing Assistants		Sheila A. Sorrentino. Bernie Gorek	9780323039048
Mosby's Essentials for Nursing Assistants	Text and Workbook Package	Sheila A. Sorrentino. Leighann N. Remmert	9780323113205
Mosby's Handbook of Patient Teaching		Mary M. Canobbio	9780323032087
Mosby's Textbook for Long-term Care Assistants		Sheila A. Sorrentino. Bernie Gorek	9780323007092
Mosby's Textbook for Long-term Care Nursing Assistants		Clare Kostelnick	9780323279413
Mosby's Textbook for Long-Term Care Nursing Assistants - Text and Workbook Package		Clare Kostelnick	9780323353809
Mosby's Textbook for Nursing Assistants		Sheila A. Sorrentino. Leighann Remmert	9780323080682
Mosby's Textbook for Nursing Assistants		Sheila A. Sorrentino. Leighann Remmert	9780323080675
Mosby's Textbook for Nursing Assistants		Sheila A. Sorrentino	9780323025805
Mosby's Textbook for the Home Care Aide		Joan M. Birchenall. Mary Eileen Streight. Eileen Streight	9780323016568
Mosby's Textbook for the Home Care Aide - Text and Workbook Package		Joan M. Birchenall. Eileen Streight	9780323171519
Mosby's Workbook for the Home Care Aide		Joan M. Birchenall. Eileen Streight	9780323016575
Mosbys Textbook for Long-Term care Nursing Assistants		Kostelnick	9780323279734
Mosbys Textbook for the Home Care Aide			9780323084925
Multiskilling	Waived Laboratory Testing for the Health Care Provider	Beverly M. Kovanda	9780766802124
Netter's Anatomy Coloring Book		John T. Hansen	9780323187985
Nurse Aide Exam Review Cards		Barbara Acello	9781401808334
Nurses as Consultants	Essential Concepts and Processes	Susan L. Norwood	9780805354270
Nursing Assistant	A Nursing Process Approach	Barbara R. Hegner. Barbara Acello. Esther Caldwell	9781401806323
Nursing Assistant: A Nursing Process Approach - Basics		Barbara Hegner. Barbara Acello. Esther Caldwell	1428317465
Nursing Assistant: A Nursing Process Approach - Basics		Barbara Hegner. Barbara Acello. Esther Caldwell	9781428317468
Nursing Assisting	A Foundation in Caregiving	Diana Dugan	9781604250619
Nursing Care of the Older Adult		Suzanne Fitzsimmons	9781578010974
Patient Care	Basic Skills for the Health Care Provider	Barbara Acello	9780827385238
Pearson's Comprehensive Medical Assisting	Administrative and Clinical Competencies	Nina Beaman. Lorraine Fleming-McPhillips. Stacia Reagan. Robin Gohsman	9780135008836
Pearson's Nursing Assistant Today		Francie Wolgin. Julie French. Kate Smith	9780135064429
Phlebotomy	Worktext and Procedures Manual	Robin S. Warekois. Richard Robinson	9781437709919
Phlebotomy Essentials		Ruth E. McCall. Cathee M. Tankersley	9781605476377
Phlebotomy Essentials		Ruth E. McCall. Cathee M. Tankersley	9781608311194

Phlebotomy Exam Review		Ruth E. McCall. Cathee M. Tankersley	9781608311200
Phlebotomy for Health Care Personnel w/Student CD-ROM		Kathryn Booth. Antonio Wallace. Debbie Fitzgerald	9780073309774
Phlebotomy Handbook	Blood Specimen Collection from Basic to Advanced	Diana Garza. Kathleen Becan-McBride	9780135134245
Physical Examination and Health Assessment		Carolyn Jarvis	9781455728107
Pocket Reference for ECGs Made Easy5	Pocket Reference for ECGs Made Easy	Barbara Aehlert	9780323101080
Providing Home Care	A Textbook for Home Care Aides	William Leahy	9781888343229
Providing Home Care	A Textbook for Home Health Aides	William Leahy. Hartman Publishing Inc.	9781604250671
Public Personnel Administration		Ronald D. Sylvia. C. Kenneth Meyer	9780155062689
Quality Management Review		Steven B. Dowd. Elwin R. Tilson. Richard R. Carlton	9780766812581
Quick Reference for Health Care Providers		Deborah E. Barbier Holmes	9780766841932
Restorative Care	Fundamentals for Certified Nursing Assistants	Barbara Acello	9780827381414
Rodak's Hematology	Clinical Principles and Applications	Elaine M. Keohane. Larry Smith. Jeanine M. Walenga	9780323239066
Saunders 2014-2015 Strategies for Test Success	Passing Nursing School and the NCLEX Exam	Linda Anne Silvestri. Angela E. Silvestri	9781455733194
Saunders Clinical Skills for Medical Assistants	Disk Five: Phlebotomy and Hematologic. Blood Chemistry and Immunologic Testing	Saunders	9781416024286
Study Guide for Kinn's the Medical Assistant	An Applied Learning Approach	Alexandra Patricia Young. Deborah B. Proctor. Alexandra Patricia Adams	9781416038351
Successful Nursing Assistant Care		Diana Dugan	9781888343977
Successful Nursing Assistant Care	Instructor's Guide	Inc. Hartman Publishing	9781888343991
Taber's Cyclopedic Medical Dictionary		Clarence Wilbur Taber	9780803601932
The American Heritage College Dictionary		Houghton Mifflin Company	9780618453009
The Business of Consulting	The Basics and Beyond	Elaine Biech	9780787940218
The Effective Nursing Assistant		Ruth Ann Stratton. Roanne Mancari	9780078744785
The Home Health Aide Handbook		Jetta Lee Fuzy	9781888343373
The Home Health Aide Handbook		Jetta Lee Fuzy. William Leahy	9781604250565
The Nursing Assistant	Essentials of Holistic Care	Sue Roe	9781619609747
The Nursing Assistant	Acute. Subacute. and Long-term Care	JoLynn Pulliam	9780132622554
The Nursing Assistant. Brief Edition	Essentials of Holistic Care	Sue Roe	9781649258885
The Nursing Assistant's Handbook		Hartman Publishing. Jetta Lee Fuzy	9781888343915
Today's Medical Assistant	Clinical & Administrative	Kathy Bonewit-West. BS. MEd. Sue Hunt. Edith Applegate. MS	9780323311274

	Procedures		
Understanding Health Insurance	A Guide to Billing and Reimbursement	Michelle A. Green. Jo Ann C. Rowell	9781401895952
What Language Does Your Patient Hurt In?	A Practical Guide to Culturally Competent Patient Care	Suzanne Salimbene	9780763823337
Workbook and Competency Evaluation Review for Mosby's Textbook for Nursing Assistants		Sheila A. Sorrentino. Leighann Remmert. Leighann Remmert. MS RN. Relda T. Kelly	9780323081573
Workbook for Hartman's Nursing Assistant Care: Basics		Inc Hartman Publishing	9781604250510
Workbook for Hegner/Acello/Caldwell's Nursing Assistant: a Nursing Process Approach - Basics		Barbara Hegner. Barbara Acello. Esther Caldwell	9781428317475
Workbook for Insurance Handbook for the Medical Office		Marilyn Fordney	9780323316279
Workbook for Lippincott Textbook for Nursing Assistants	A Humanistic Approach to Caregiving	Pamela Carter. Pamela J. Carter	9781451194746
Workbook for Lippincott Textbook for Nursing Assistants	A Humanistic Approach to Caregiving	Pamela Carter. Pamela J. Carter	1451194749
Workbook for Mosby's Essentials for Nursing Assistants		Bernie Gorek. Sheila A. Sorrentino	9780323037600
Workbook for Mosby's Textbook for the Home Care Aide		Joan M. Birchenall. Eileen Streight. Mary Eileen Streight	9780323084390
Workbook for Nursing Assisting	A Foundation in Caregiving	Susan Alvare Hedman	9781604250312
Workbook for Nursing Assisting	A Foundation in Caregiving	Hartman Publishing Inc.	9781604251227
Workbook for Providing Home Care	A Textbook for Home Health Aides	Hartman Publishing Inc.	9781604250688
Workbook for Successful Nursing Assistant Care		Hartman Publishing Staff	9781888343984
Workbook for the Nursing Assistant's Handbook		Hartman	9781888343922
Workbook to Accompany Lippincott's Essentials for Nursing Assistants	A Humanistic Approach to Caregiving	Pamela J. Carter	9780781780407
Workbook to Hartman's Nursing Assistant Care	The Basics	Hartman Publishing	9781604250152
Workbook to Nursing Assisting	A Foundation in Caregiving	Hartman Publishing	9781604250626

STUDENT WEB RESOURCES

Resources Additional to Textbooks

- www.elsevier/evolve.com
- www.coursenav.paradigmcollege.net
- www.eatright.org
- www.mayoclinic.com

World Health Organization

- www.who.int/en

Occupational Safety and Health Administration

- www.osha.gov

Center for Disease Control & Prevention

- www.cdc.gov

U.S Food and Drug Administration

- www.fda.gov

Infection Control

- www.infectioncontrolday.com

Job Search websites

- www.workintexas.com
- www.indeed.com
- www.monster.com
- www.ziprecruiter.com
- www.myjobhelper.com

Certification Reviews

- www.quizlet.com

National Certification Companies

- www.amcaexams.com
- www.aama-ntl.org
- www.aspt.org

Free CEUs

- www.medlineuniversity.com

MEDICAL OFFICE CODING AND BILLING SPECIALIST PROGRAM RESOURCES

- www.cms.gov/ICD10
- AAPC Code Translator <http://www.aapc.com/icd-10/codes/index.aspx>
- HCPCS Website, Health Care Common Procedure Coding Systems (HCPCS) Level II Coding Procedures (PDF), Durable Medical Equipment Coding, and DMECS.
 - https://www4.palmettogba.com/pdac_dmeecs/
- National Correct Coding Initiative, Medically Unlikely Edits and Medicare Processing Manual (PDF)
 - <https://www.cms.gov/Medicare/Coding/NationalCorrectCodInitEd?redirect=/NationalCorrectCodInitEd/>
 - <http://www.cms.gov/Medicare/Coding/NationalCorrectCodInitEd/MUE.html>
- Medicare Fee Schedule, and Relative-Value Files.
 - www.cms.gov/PfsLookup/
- Current Condition Codes, POS Codes, and Taxonomy Code Set,
 - www.NUCC.org
- Administrative Code Sets for HIPAA Transactions, NPI Registry, and Sample CMS-1500 Claim Form.
 - <https://www.cms.gov/Medicare/CMS-Forms/CMS-Forms/Downloads/CMS1500.pdf>
- Blues Companies, and ACA information and plans.
 - www.bcbs.com/about-the-companies/
 - <http://www.healthcare.gov/>
- PQRS, LCD and NCD Data Base, and Advanced Beneficiary Notice of Non-Coverage.
 - <http://www.cms.gov/BN/>
- Medicare Learning Network, Current Deductible, Coinsurance, and Premium, MAC Information, Preventative Services, USPSTF, and Medicare Coverage Data Base.
 - www.cms.gov/MLNGenInfo
 - www.medicare.gov
- Medicaid Information, and Medicaid Integrity Program.
 - www.cms.gov/MedicaidIntegrityProgram
- Tricare Website, Tricare Maximum Allowable Tables, and Tricare Fraud and Abuse.
 - www.tricare.mil
 - www.tricare.mil/fraud/
- Hospital Bill Types.
 - <https://www.cms.gov/Regulations-and-Guidance/Guidance/Transmittals/Downloads/R1775CP.pdf>
- Medicare-Medicaid Crossover Bad Debt Accounting, and Bad Debt, Charity Allowance, and Courtesy Allowances.
 - <https://www.govinfo.gov/content/pkg/CFR-2019-title42-vol2/pdf/CFR-2019-title42-vol2-sec413-89.pdf>

FACULTY RESOURCES

SOFTWARE

- Canvas—Learning Management System
- Microsoft Teams
- Microsoft Office Suite (Word, Excel, PowerPoint, Access)
- Microsoft Office 365 Email
- Internet browsers
- Adobe Acrobat
- Windows 10
- Kahoot

COMPUTER & AUDIO-VISUAL EQUIPMENT

DESCRIPTION	QTY.
Portable LED Televisions	4
DVD/VCR Combo Player	1
DVD Player	1
Desktop Computers	11
Audio Headphones	10

Each instructor is assigned a laptop with webcam and microphone capabilities upon hire.

WEB RESOURCES

- <https://evolve.elsevier.com/education/>
- <https://instructors.hartmanonline.com/ucp.php?mode=login>

INSTRUCTIONAL SUPPLIES & MATERIALS

- Dry Erase Boards and Markers
- Pencils/Pens
- Glucometer
- Pulse Oximeter
- EKG Machine & Equipment
- Venipuncture Arm & Equipment
- Centrifuge
- 6ft Anatomical Chart
- Arterial Arm
- Hospital Bed
- Over Bed Table
- Mannequin
- Bedside Commode
- Baby CPR Mannequin
- Child CPR Mannequin
- Adult CPR Mannequin
- AED
- Mini Skeleton on Stand
- Sphygmomanometer on Wheels
- Phlebotomy Chair
- Standup Scale
- Wheelchair
- Eye Chart
- Injection Buttocks
- Rehab Equipment
- Walker
- Teaching Stethoscope
- Tympanic Thermometer
- Temporal Thermometer
- Oto Clear Ear Irrigation
- Crutch Set
- Venipuncture Chair
- Medical Exam Table
- Cushion Pads/Mats