

Massachusetts CTE Teacher Testing Program Medical Assisting Content Outline

Written and Performance Exam General Overview

- The intent of this exam is to assess the candidate’s ability to teach the skills found in the Massachusetts Technical Education Framework.
- The written exam is a state-developed exam aligned to the frameworks which can be accessed [here](#). The performance exam is a NOCTI-developed teacher test and has been determined by DESE to align to the state frameworks.
- Many questions and tasks require a synthesis of knowledge based on experience in the field and may not be found in any book.
- Use this exam outline and the Massachusetts Technical Education Framework to focus your preparation for the exams.
- Candidates are encouraged to prepare for their written exam by reviewing textbooks and reference material which have been listed as part of this exam outline. These resources can be found using online search tools, online vendors, and websites.

Written Exam

- Number of Questions: 100
- Administration Time: 3 hours
- Passing Score: 70.0%
- Administration Method: Remote Proctored Online Testing Session

Written Exam Content Coverage

6%	<i>Health and Safety</i>
5%	<i>Fundamentals of the Healthcare Industry</i>
11%	<i>Principles of Communication</i>
6%	<i>Electronic Medical Records</i>
3%	<i>Fundamentals of Administrative Skills</i>
7%	<i>Techniques of Infection Control</i>
5%	<i>Emergency and Triage Procedures</i>
12%	<i>Medical Specialty Procedures</i>
4%	<i>Basic Principles of Nutrition</i>
2%	<i>Rehabilitation and Functional Activities</i>

13% Basic Laboratory Skills

14% Electrocardiograph (EKG)

8% Medications

4% Venipuncture

Written Exam Reference Materials (Reference Current Edition)

- **Comprehensive Medical Assisting, 2nd Edition** by Wilburta Lindh, Marilyn Pooler, Carol Tamparo, and Joanne Cerrato (Delmar)
- **Dosage Calculations, 7e** by Gloria D. Pickar (Delmar)
- **Fundamentals of Medical Assisting** by Sue A. Hunt (Saunders)
- **Clinical Procedures for Medical Assisting: A Patient-Centered Approach** by Barbara Ramutkowksi, Abdulai Barrie, Laurie Dazarow, and Cindy Abel (Glencoe)
- **ICD-9-CM Expert for Physicians, Volumes 1 & 2, First Edition** by Ingenix (Delmar)
- **Medical Math for Health Professionals** by Michael Kennamer (Thomson)
- **Medical Laboratory Procedures** by Palko & Palko (Glencoe)
- **Saunders Textbook of Medical Assisting** by Diane Klieger (Saunders)

Materials Needed for the Written Exam

- A four-function calculator is included in the online testing system. No other calculators are permitted.
- Scrap paper and pencil/pen are permitted.

Written Exam Sample Items

Each question on the exam consists of one incomplete sentence or question followed by four choices. Some items reference an image or diagram. A few sample items are included below; the correct answer is designated with an asterisk (*).

A client with bradycardia would have which of the following?

- A respiratory rate of 29
- A pulse rate of 48 (*)
- A respiratory rate of 10
- A pulse rate of 116

A life-threatening complication of untreated hyperglycemia is:

- keto-acidosis. (*)
- oliguria.
- dysuria.
- hematuria.

Performance Exam – COMING SOON!