

specialty certified medical assistant  
**scma**<sup>TM</sup>





## Specialty Certified Medical Assistant SCMA® Certification

The Specialty Certified Medical Assistant SCMA® certification ensures that medical assistants are recognized for their superb skills and extensive knowledge in their field. We also provide physicians a way to quantify the experience and knowledge of medical assistant applicants.

### ABOUT THE EXAM

#### COVERAGE

Each comprehensive exam consists of 170 questions testing:

- General CMA Knowledge
- General Clinical Knowledge
- Knowledge of Specific Therapeutic Specialty

**General and Clinical** questions cover common medical terminology, abbreviations; diagnostics; specimen collection; patient positioning; normal limits for tests and vitals; anatomy; medications; infections and infection control; sterilization procedures, emergency care and procedures; basic triage; first aid; minor surgical assist; patient assessment and basic office procedures.

**OBGYN-specific** questions cover common medical terminology, abbreviations; units of measurement and calculations; how to administer necessary medications; common laboratory and diagnostic tests; common procedures performed in **OBGYN Practice, cardiac conditions, Endocrine conditions, Gynecological condition, Infant and Fetal conditions, Infectious diseases conditions (including sexually transmitted infections), Integumentary conditions, Mental health conditions, Obstetric condition, Oncologic conditions, Urologic conditions.**

### STUDY GUIDE

#### INFORMATION

All study guides/test questions produced by the SCMA® were written and reviewed by a panel of medical professionals to include physicians and teaching nurses with the help of other reviewing medical professionals. The main author of the courseware and exam questions is **Tiffany Kelley, Ph.D., MSN, MBA, RN.**

## PREREQUISITES

#### WHO CAN BE CERTIFIED?

The chance to sit for an SCMA® Exam is earned by either:

- Completing an accredited Medical Assistant program through an organization such as the Commission of Allied Health Education Programs (CAAHEP) or the Accreditation Bureau of Health Education Schools (ABHES) PLUS one year experience on the job
- Completion of a U.S. Military medical program PLUS two years active duty as a Corpsman, Medic, or similar
- Extensive experience (3+ years) in the specific therapeutic field

**Once a member becomes certified, he/she must maintain a current certification by paying annual dues as well as submitting a minimum of 6 continuing education units (CEUs) every year. It is essential that 3 out of 6 CEU credits be in the concerned Clinical Specialty.** The remaining three CEU credits can be earned in general or administrative area. We accept most forms of CEUs to include lectures, classes, training seminars (with signature of practice manager), etc. as well as CE units offered through the AAMA

## CERTIFICATIONS

#### OTHER THERAPEUTIC CLAIMS

We offer 13 therapeutic specialties in which a medical assistant may become certified. These include:

- Cardiology (SCMA-CD™)
- Dermatology (SCMA-D™)
- Endocrinology (SCMA-END™)
- Family Medicine (SCMA-FM™)
- Geriatrics (SCMA-G™)
- Internal Medicine (SCMA-IM™)
- OB/GYN (SCMA-OBG™)
- Oncology (SCMA-ON™)
- Orthopedic Surgery (SCMA-ORS™)
- Pediatrics (SCMA-PD™)
- Transplantation Surgery (SCMA-TTS™)
- Urology (SCMA-U™)
- Women's Health (SCMA-WH™)

## About Specialty Medical Assistants

### WHO IS A SPECIALTY MEDICAL ASSISTANT?

Specialty Medical Assistants are the backbone of the healthcare industry and play an integral role in the maintenance and care of patients, assisting physicians and staff with their enhanced knowledge and expertise from certification in a particular medical field. From greeting patients at the door at check-in to preparing them for advanced medical procedures, Specialty Medical Assistants coordinate patient care with integrity, efficiency and understanding.

### WHAT DOES A SPECIALTY MEDICAL ASSISTANT DO?

Medical assistants work in both of the main areas of health care:

**Administrative:** These duties include scheduling appointments, helping patients check in and out, maintaining medical records, billing, and coding information for insurance purposes.

**Clinical:** These duties include taking and recording vital signs and medical histories, preparing patients for exams, drawing blood, and administering medications as directed by physician.

Medical assistants work under the direction of a physician. They work closely with doctors, ensuring that health care services are delivered efficiently and with individual attention to patients. An entry-level position, the medical assistant is the perfect starting point for many people to enter the healthcare profession.

**Specialty Certified Medical Assistants do all of these things and more.** Because they are certified in a specialty, they are qualified for regular medical assistant positions as well as medical assistant positions in specialties from Cardiology to Women's Health.

## CONTACT US

The CertiTrek Group,  
1005 Slater Road,  
Suite 101, Durham,  
NC 27703, USA

**Toll-Free:**  
888.376.1905

**Email Us:**  
[info@specialtycma.com](mailto:info@specialtycma.com)