

The questions fall into seven topic areas, which NCCT refers to as “Content Categories”.

### **CONTENT CATEGORY 1:**

#### **PHARMACOLOGY**

- The Pharmacology Content Category has 21 scored items.

### **CONTENT CATEGORY 2:**

#### **CLINICAL MEDICAL PROCEDURES**

- The Clinical Medical Procedures Content Category has 28 scored items split between subcategories of:
  - a. Infection, exposure control, and safety
  - b. Patient care

### **CONTENT CATEGORY 3:**

#### **PHLEBOTOMY**

- The Phlebotomy Content Category has 21 scored items.

### **CONTENT CATEGORY 4:**

#### **ECG AND OTHER DIAGNOSTIC TESTS**

- The ECG and Other Diagnostic Tests Content Category has 18 scored items split between subcategories of:
  - a. Other diagnostic tests
  - b. ECG placement techniques
  - c. ECG recording
  - d. ECG troubleshooting and maintenance

# **HOW IS THE NCMA EXAM STRUCTURED?**

The NCMA EXAM is made up of 150 scored and 15 unscored pretest items.

### **CONTENT CATEGORY 5:**

#### **GENERAL OFFICE PROCEDURES**

- The General Office Procedures Content Category has 21 scored items split between subcategories of:
  - a. Communication
  - b. Medical office computer applications
  - c. Scheduling
  - d. Medical records

### **CONTENT CATEGORY 6:**

#### **MEDICAL OFFICE MANAGEMENT**

- The Medical Office Management Content Category has 25 scored items split between subcategories of:
  - a. Medical office general management
  - b. Office financial management, billing, and insurance

### **CONTENT CATEGORY 7:**

#### **LAW AND ETHICS**

- The Law and Ethics Content Category has 16 scored items.

## **YOU MUST ALSO APPLY A WORKING KNOWLEDGE OF THESE INTEGRATED CONCEPTS:**

- 1 Medical Law and ethics
- 2 Sterilization techniques
- 3 Patient assessment and vital signs
- 4 Specialty examination preparation and assistance (e.g., eye, ear, pediatric, geriatric, reproductive, G/U, ECG)
- 5 Minor procedure assistance (e.g., surgical)
- 6 Infection control (e.g., PPE, Biomedical Waste Handling)
- 7 Anatomy, Physiology, Pathophysiology, and Disorders
- 8 Preanalytical errors (e.g., hemolysis, hemoconcentration, air in the cuvette)
- 9 Specimen collecting, handling, and transporting (e.g., blood, urine, cultures)
- 10 Venipuncture techniques
- 11 Patient education
- 12 Quality assurance
- 13 Patient safety and first aid
- 14 Healthcare regulation (e.g., OSHA, CLIA, CDC, HIPAA, Patient’s Bill of Rights)
- 15 Chain of custody
- 16 Customer service, complaint resolution, (e.g., deescalation technique)
- 17 Medical equipment quality control, operation, and maintenance
- 18 Medical history
- 19 Pharmacology (e.g., administration, interactions, dosages, properties)
- 20 Medical practice software
- 21 Administrative procedures (e.g., registration, payment, insurance, financial, mail processing)
- 22 Emergency preparedness
- 23 Medical terminology/abbreviations
- 24 Therapeutic modalities (e.g., wound care, suture removal, crutch training, splinting, bandaging)