

### Medical Scheduling Clerk Program E-text list

**\*\*Please be advised that all students are REQUIRED to have a textbook \*\***

Course Name:	Textbook Name, Publisher & ISBN:	Price Estimate:	Link to purchase Textbook:
ADMN 1200 Medical Administrative Procedures	Administrative & Clinical Procedures for the Canadian Health Professional  Publisher: Pearson  ISBN E-TEXT: 9780137283064  <b>ISBN HARDCOPY:</b> 9780135831397	E-text starting at: \$54.99  Hardcopy starting at: \$167.99	<a href="https://www.pearson.com/en-ca/subject-catalog/p/administrative-and-clinical-procedures-for-the-canadian-health-professional/P200000002494/9780137283064">https://www.pearson.com/en-ca/subject-catalog/p/administrative-and-clinical-procedures-for-the-canadian-health-professional/P200000002494/9780137283064</a>
ADMN 1211 Anatomy and Terminology 1	The Language of Medicine  Publisher: Evolve Elsevier  ISBN E-TEXT: 9780323597814  <b>**No hardcopy            available**</b>	E-text starting at: \$116.99	<a href="https://www.vitalsource.com/en-ca/products/the-language-of-medicine-e-book-davi-ellen-chabner-v9780323597814">https://www.vitalsource.com/en-ca/products/the-language-of-medicine-e-book-davi-ellen-chabner-v9780323597814</a>

<p>ADMN 1240 Medical Records and Billings</p>	<p>Administrative &amp; Clinical Procedures for the Canadian Health Professional</p> <p>Publisher: Pearson</p> <p>ISBN E-TEXT: 9780137283064</p> <p>ISBN HARDCOPY: 9780135831397</p>	<p>E-text starting at: \$54.99</p> <p>Hardcopy starting at: \$167.99</p>	<p><a href="https://www.pearson.com/en-ca/subject-catalog/p/administrative-and-clinical-procedures-for-the-canadian-health-professional/P200000002494/9780137283064">https://www.pearson.com/en-ca/subject-catalog/p/administrative-and-clinical-procedures-for-the-canadian-health-professional/P200000002494/9780137283064</a></p>
<p>BCAP 1100 Microsoft Word Level 1</p>	<p>Microsoft Word 365 &amp; 2019 Associate</p> <p>Publisher: CCI Learning</p> <p>ISBN E-TEXT: N/A</p> <p>ISBN HARDCOPY: N/A</p>	<p>E-text starting at: \$39.99</p> <p>Hardcopy starting at: \$79.00</p>	<p><a href="https://store.ccilearning.com/product/microsoft-word-365-2019-associate-certification-guide/">https://store.ccilearning.com/product/microsoft-word-365-2019-associate-certification-guide/</a></p>

<p>BCAP 1120 Microsoft Excel Level 1</p>	<p>Microsoft Excel 365 &amp; 2019 Associate Publisher: CCI Learning ISBN E-TEXT: N/A</p> <p>ISBN HARDCOPY: N/A</p>	<p>E-text starting at: \$39.99</p> <p>Hardcopy starting at: \$79.00</p>	<p><a href="https://store.ccilearning.com/product/microsoft-excel-365-2019-associate-ca/">https://store.ccilearning.com/product/microsoft-excel-365-2019-associate-ca/</a></p>
<p>BCAP 1160 Microsoft Outlook</p>	<p>Microsoft Outlook 365 &amp; 2019 Associate</p> <p>Publisher: CCI Learning</p> <p>ISBN: N/A</p>	<p>E-text starting at: \$39.99</p> <p>Hardcopy starting at: \$79.00</p>	<p><a href="https://store.ccilearning.com/product/microsoft-outlook-365-2019-associate-ca/">https://store.ccilearning.com/product/microsoft-outlook-365-2019-associate-ca/</a></p>