

Glossary

Note: (†) Pronunciation from Stedman's Medical Dictionary 26th edition, all others from American Heritage 4th edition, in case you need to consult.

- 10× lens (tén)** A magnifying lens in the ocular of a microscope that magnifies an image ten times. (45*)
- 24-hour urine specimen (twén'tê fôr our yôor'in spē's-ə-mən)** A urine specimen collected over a 24-hour period and used to complete a quantitative and qualitative analysis of one or more substances, such as sodium, chloride, and calcium. (47)
- abandonment (ə-bān'dən-mənt)** A situation in which a health-care professional stops caring for a patient without arranging for care by an equally qualified substitute. (3)
- ABA number (nūm'bər)** A fraction appearing in the upper right corner of all printed checks that identifies the geographic area and specific bank on which the check is drawn. (18)
- abduction (ab-dūk'shūn)(†)** Movement away from the body. (26)
- abscess (āb'sēs')** A collection of pus (white blood cells, bacteria, and dead skin cells) that forms as a result of infection. (42)
- absorption (əb-sôrp'shən)** The process by which one substance is absorbed, or taken in and incorporated, into another, as when the body converts food or drugs into a form it can use. (50)
- access (āk'sēs)** The way patients enter and exit a medical office (13)
- accessibility (āk-sēs'ə-bīl'ī-tē)** The ease with which people can move into and out of a space. (22)
- accounts payable (ə-kounts' pā-ā-bəl)** Money owed by a business; the practice's expenses. (17)
- accounts receivable (ə-kounts' rī-sē'və-bəl)** Income or money owed to a business. (17)
- accreditation (ə-krēd'ī-tā'shən)** The documentation of official authorization or approval of a program. (1)
- acetylcholine (as-e-til-kō'lēn)(†)** A neurotransmitter released by the parasympathetic nerves onto organs and glands for resting and digesting. (26)
- acetylcholinesterase (as'e-til-kō-lin-es'ter-ās)** An enzyme within the nervous system that hydrolyzes acetylcholine to acetate and choline. (26)
- acid-fast stain (ās'īd fāst stān)** A staining procedure for identifying bacteria that have a waxy cell wall. (46)
- acids (ās'īds)** Electrolytes that release hydrogen ions in water. (23)
- acinar cells (as'ī-nar sēlz)(†)** Cells in the pancreas that produce pancreatic juice. (31)
- acquired immunodeficiency syndrome (AIDS) (ə-kwīrd im'yū-nō-dē-fish'en-sē sīn'drōm')(†)** The most advanced stage of HIV infection; it severely weakens the body's immune system. (29)
- acromegaly (ak-rō-meg'ā-lē)(†)** A disorder in which too much growth hormone is produced in adults. (32)
- acrosome (ak'rō-sōm)(†)** An enzyme-filled sac covering the head of a sperm that aids in the penetration of the egg during fertilization. (35)
- action potential (āk'shən pə-tēn'shəl)** The flow of electrical current along the axon membrane. (27)
- active file (āk'tīv fīl)** A file used on a consistent basis. (10)
- active listening (āk'tīv līs'əning)** Part of two-way communication, such as offering feedback or asking questions; contrast with **passive listening**. (4)
- active transport (ak'tiv trans-pört)** The movement of a substance across a cell membrane from an area of low concentration to an area of high concentration. (23)
- acupuncturist (āk'yōo-pūngk'chər-īst)** A practitioner of acupuncture. The acupuncturist uses hollow needles inserted into the patient's skin to treat pain, discomfort, or systemic imbalances. (2)
- acute (ə-kyōōt')** Having a rapid onset and progress, as acute appendicitis. (40)
- addiction (ā-dīk'shun)(†)** A physical or psychological dependence on a substance, usually involving a pattern of behavior that includes obsessive or compulsive preoccupation with the substance and the security of its supply, as well as a high rate of relapse after withdrawal. (36)
- add-on code (ād'on' kōd)** A code indicating procedures that are usually carried out in addition to another procedure. Add-on codes are used together with the primary code. (16)
- adduction (ā-dūk'shūn)(†)** Movement toward the body. (26)
- adenoids (ād'n-oidz')** See **pharyngeal tonsils**. (31)
- administer (ād-mīn'ī-stər)** To give a drug directly by injection, by mouth, or by any other route that introduces the drug into the body. (50)
- adrenocorticotrophic hormone (ā-drē-nō-kōr'ti-kō-trōpik hōr'mōn)** Hormone that stimulates the adrenal cortex to release its hormones. (32)
- advance scheduling (ād-vāns skēj'ool-ing)** Booking an appointment several weeks or even months in advance. (12)
- aerobes (ār'ōbs')** Bacteria that grow best in the presence of oxygen. (46)
- aerobic respiration (ā-rō'bik rēs'pə-rā'shən)** A process that requires large amounts of oxygen and uses glucose to make ATP. (26)
- afebrile (ā-feb'rīl)(†)** Having a body temperature within one's normal range. (37)
- afferent arterioles (āf'ər-ənt ar-tēr'ē-ōlz)(†)** Structures that deliver blood to the glomeruli of the kidneys. (34)
- affiliation agreement (ə-fīl'ē-ā'shən ə-grēmənt)** An agreement that externship participants must sign that states the expectations of the facility and the expectations of the student. (54)
- agar (ā'gār')** A gelatinlike substance derived from seaweed that gives a culture medium its semisolid consistency. (46)
- age analysis (āj ə-nāl'ī-sīs)** The process of clarifying and reviewing past due accounts by age from the first date of billing. (17)
- agenda (ə-jēn'də)** The list of topics discussed or presented at a meeting, in order of presentation. (12)
- agent (ā'jənt)** (legal) A person who acts on a physician's behalf while performing professional tasks; (clinical) an active principle or entity that produces a certain effect, for example, an infectious agent. (3)

* Parenthetical numbers indicate the chapter in which the entry is a key term or is first defined in context. Entries not followed by a chapter number are important terms related to material covered but not specifically defined in the text.

agglutination (ă-glŭ-ti-nā-shŭn) (†)

The clumping of red blood cells following a blood transfusion. (28)

aggressive (ə-grĕs'iv) Imposing one's position on others or trying to manipulate them. (4)

agranular leukocyte (ă-gran'yulər lŭ'kō-sīt) (†) A type of leukocyte (white blood cell) with a solid nucleus and clear cytoplasm; includes lymphocytes and monocytes. (48)

agranulocyte (ă-gran'yŭ-lō-sīt) (†) See **agranular leukocyte**. (28)

albumins (ăl-byōō'mĭns) The smallest of the plasma proteins. Albumins are important for pulling water into the bloodstream to help maintain blood pressure. (28)

aldosterone (al-dos'ter-ōn) (†) A hormone produced in the adrenal glands that acts on the kidney. It causes the body to retain sodium and excrete potassium. Its role is to maintain blood volume and pressure. (32)

alimentary canal (ăl'ə-mĕn'tə-rĕ kə-năl') The organs of the digestive system that extend from the mouth to the anus. (31)

allele (ə-lĕl') Any one of a pair or series of **genes** that occupy a specific position on a specific **chromosome**. (23)

allergen (ăl'ər-jən) An antigen that induces an allergic reaction. (29)

allergist (ăl'ər-jĭst) A specialist who diagnoses and treats physical reactions to substances including mold, dust, fur, pollen, foods, drugs, and chemicals. (2)

allowed charge (ə-loud' chărj) The amount that is the most the payer will pay any provider for each procedure or service. (15)

alopecia (ăl'ə-pĕ'shə) The clinical term for baldness. (24)

alphabetic filing system (ăl'fə-bĕt'ikăl fĭ'ling sis'təm) A filing system in which the files are arranged in alphabetic order, with the patient's last name first, followed by the first name and middle initial. (10)

Alphabetic Index (ăl'fə-bĕt'ikăl ĭn'dĕks') One of two ways diagnoses are listed in the ICD-9-CM. They appear in alphabetic order with their corresponding diagnosis codes. (16)

alveolar glands (al-vĕ'ō-lār glăndz) (†) Glands that make milk under the influence of the hormone **prolactin**. (35)

alveoli (ăl-vĕ'ə-lĭ') Clusters of air sacs in which the exchange of gases between air and blood takes place; located in the lungs. (30)

American Association of Medical

Assistants (AAMA) (ə-mĕr'ikən ə-sō'sĕ-ă'shən mĕd'ĭ-kăl ə-sĭs'tants)

The professional organization that certifies medical assistants and works to maintain professional standards in the medical assisting profession. (1)

Americans With Disabilities Act (ADA) (ə-mĕr'ĭ-kəns dĭs'ə-bĭl'ĭ-tĕs ăkt)

A U.S. civil rights act forbidding discrimination against people because of a physical or mental handicap. (13)

amblyopia (am-blĕ'ō-pĕ-ă) (†) Poor vision in one eye without a detectable cause. (33)

amino acids (ə-mĕ'nō ă'sĭds) Natural organic compounds found in plant and animal foods and used by the body to create protein. (49)

amnion (ăm'nĕ-ən) The innermost membrane enveloping the embryo and containing amniotic fluid. (35)

anabolism (ə-năb'ə-lĭz'əm) The stage of metabolism in which substances such as nutrients are changed into more complex substances and used to build body tissues. (49)

anaerobe (ăn'ə-rōb') A bacterium that grows best in the absence of oxygen. (46)

anal canal (ă'nəl kə-năl') The last few centimeters of the rectum. (31)

anaphylaxis (an'ă-fĭ-lăk'sĭs) A severe allergic reaction with symptoms that include respiratory distress, difficulty in swallowing, pallor, and a drastic drop in blood pressure that can lead to circulatory collapse. (29)

anatomical position (ăn'ə-tōm'ĭ-kăl pə-zĭsh'ən) When the body is standing upright and facing forward with the arms at the side and the palms of the hands facing forward. (23)

anatomy (ə-năt'ə-mĕ) The scientific term for the study of body structure. (23)

anemia (ə-nĕ'mĕ-ə) A condition characterized by low red blood cell count. This condition decreases the ability to transport oxygen throughout the body. (28)

anergic reaction (an-er'jik rĕ-ăk'shən) A lack of response to skin testing that indicates the body's inability to mount a normal response to invasion by a pathogen. (21)

anesthesia (ăn'ĭs-thĕ'zhə) A loss of sensation, particularly the feeling of pain. (42)

anesthetic (ăn'ĭs-thĕt'ĭk) A medication that causes anesthesia. (42)

anesthetist (ă-nes'thĕ-tĭst) (†) A specialist who uses medications to cause patients to lose sensation or feeling during surgery. (2)

aneurysm (ăn'yə-rĭz'əm) A serious and potentially life-threatening bulge in the wall of a blood vessel. (28)

angiography (an-jĕ-og'ră-fĕ) (†) An x-ray examination of a blood vessel, performed after the injection of a contrast medium, that evaluates the function and structure of one or more arteries or veins. (41)

angiotensin II (an-jĕ-ō-ten'sĭn tōō) (†) A hormone that raises blood pressure and causes the secretion of another hormone called **aldosterone**. (34)

annotate (ăn'ō-tăt') To underline or highlight key points of a document or to write reminders, make comments, and suggest actions in the margins. (7)

anorexia nervosa (ăn'ə-rĕk'sĕ-ə nŭr-vō'sə) An eating disorder in which people starve themselves because they fear that if they lose control of eating they will become grossly overweight. (49)

antagonist (ăn-tăg'ə-nĭst) A muscle that produces the opposite movement of the **prime mover**. (26)

antecubital space (an-te-kyŭ'bi-tăl spās) The inner side or bend of the elbow; the site at which the brachial artery is felt or heard when a pulse or blood pressure is taken. (37)

anterior (ăn-tĭr'ĕ-ər) Anatomical term meaning toward the front of the body; also called ventral. (23)

antibodies (ăn'tĭ-bod'ĕs) Highly specific proteins that attach themselves to foreign substances in an initial step in destroying such substances, as part of the body's defenses. (19)

antidiuretic hormone (an'tĕ-dĭ-yŭ-ret'ĭk hōr'mōn) (†) A hormone that increases water reabsorption, which decreases urine production and helps to maintain blood pressure. (32)

antigen (an'tĭ-jən) A foreign substance that stimulates white blood cells to create antibodies when it enters the body. (19)

antihistamines (ăn'tĕ-hĭs'tə-mĕnz) Medications used to treat allergies. (29)

antimicrobial (an'tĕ-mĭ-krō'bĕ-ăl) (†) An agent that kills microorganisms or suppresses their growth. (46)

antioxidants (ăn'tĕ-ōk'sĭ-dənt) Chemical agents that fight cell-destroying chemical substances called free radicals. (49)

- antiseptic (án'ti-sěp'tik)** A cleaning product used on human tissue as an anti-infection agent. (20)
- anuria (an-yū'rē-ā)(†)** The absence of urine production. (47)
- aortic valve (ā-ōr'tik vālv)** Heart valve that is a semilunar valve and that is situated between the left ventricle and the aorta. (28)
- apex (ā'pěks)** The left lower corner of the heart, where the strongest heart sounds can be heard. (37)
- apical (ap'i-kāl)(†)** Located at the apex of the heart. (37)
- apocrine gland (ap'ō-krin glānd)(†)** A type of sweat gland. It produces a thicker type of sweat than other sweat glands and contains more proteins. (24)
- aponeurosis (ap'ō-nū-rō'sis)(†)** A tough, sheet-like structure that is made of fibrous connective tissue. It typically attaches muscles to other muscles. (26)
- appendicitis (ə-pěn'dī-sī'tis)** Inflammation of the appendix. (31)
- appendicular (ap'en-dik'yū-lār)** The division of the skeletal system that consists of the bones of the arms, legs, pectoral girdle, and pelvic girdle. (25)
- approximation (ə-prōk'sə-mā'shən)** The process of bringing the edges of a wound together, so the tissue surfaces are close, to protect the area from further contamination and to minimize scar and scab formation. (42)
- aqueous humor (á'kwē-əs hyōō'mər)** A liquid produced by the eye's ciliary body that fills the space between the cornea and the lens. (33)
- arbitration (ār'bī-trā'shən)** A process in which opposing sides choose a person or persons outside the court system, often someone with special knowledge in the field, to hear and decide a dispute. (3)
- areflexia (ā-rē-flek'sē-ā)(†)** The absence of reflexes. (27)
- areola (ā-rē-ō-lā)(†)** The pigmented area that surrounds the nipple. (35)
- arrector pili (ā-rek'tōr pī'li)(†)** Muscles attached to most hair follicles and found in the dermis. (24)
- arrhythmia (ə-rith'mē-ə)** Irregularity in heart rhythm. (28)
- arterial blood gases (ār-tīr'ē-əl blūd gās'ses)** A test that measures the amount of gases, such as oxygen and carbon dioxide, dissolved in arterial blood. (40)
- arthrography (ar-thrōgrā-fē)(†)** A radiologic procedure performed by a radiologist, who uses a contrast medium and fluoroscopy to help diagnose abnormalities or injuries in the cartilage, tendons, or ligaments of the joints—usually the knee or shoulder. (53)
- arthroscopy (ār-thōs'kə-pē)** A procedure in which an orthopedist examines a joint, usually the knee or shoulder, with a tubular instrument called an arthroscope; also used to guide surgical procedures. (41)
- articular cartilage (ar-tik'yū-lār kār'tl-ij)(†)** The cartilage that covers the epiphysis of long bones. (25)
- artifact (ār'tə-fākt')** Any irrelevant object or mark observed when examining specimens or graphic records that is not related to the object being examined; for example, a foreign object visible through a microscope or an erroneous mark on an ECG strip. (45)
- ascending colon (ə-sěnd'ing kō'lən)** The segment of the large intestine that runs up the right side of the abdominal cavity. (31)
- ascending tracts (ə-sěnd'ing trākts)** The tracts of the spinal cord that carry sensory information to the brain. (27)
- asepsis (ā-sep'sis)(†)** The condition in which pathogens are absent or controlled. (19)
- assault (ə-sōlt')** The open threat of bodily harm to another. (3)
- assertive (ə-sūr'tiv)** Being firm and standing up for oneself while showing respect for others. (4)
- asset (ās'ět')** An item owned by the practice that has a dollar value, such as the medical practice building, office equipment, or accounts receivable. (18)
- assignment of benefits (ə-sīn'mənt bēn'ə-fits)** An authorization for an insurance carrier to pay a physician or practice directly. (15)
- astigmatism (ə-stig'mə-tīz'əm)** A condition in which the cornea has an abnormal shape, which causes blurred images during near or distant vision. (33)
- atherosclerosis (āth'ə-rō-sklə-rō'sis)** The accumulation of fatty deposits along the inner walls of arteries. (28)
- atlas (āt'lās)** The first cervical vertebra. (25)
- atoms (āt'əmz)** The simplest units of all matter. (23)
- atria (ā'trē-ā)(†) [Singular: atrium]** Chambers of the heart that receive blood from the veins and circulate it to the ventricles. (28)
- atrial natriuretic peptide (ā'trē-āl nā'trē-yū-ret'ik pep'tid)(†)** A hormone secreted by the heart that regulates blood pressure. (32)
- atrioventricular bundle (ā'trē-ō-ventrik'yū-lar būn'dl)(†)** A structure that is located between the ventricles of the heart and that sends the electrical impulse to the Purkinje fibers. (28)
- atrioventricular node (ā'trē-ō-ventrik'yū-lar nōd)** A node that is located between the atria of the heart. After the electrical impulse reaches the atrioventricular node, the atria contract and the impulse is sent to the ventricles. (28)
- audiologist (aw-dē-ol'ōjist)(†)** A health-care specialist who focuses on evaluating and correcting hearing problems. (39)
- audiometer (aw-dē-om'ē-ter)** An electronic device that measures hearing acuity by producing sounds in specific frequencies and intensities. (39)
- auditory tube (ō'dī-tōr'ē tōōb)** A structure that connects the middle ear to the throat. Also called the eustachian tube. (33)
- auricle (ōr'ī-kəl)** The outside part of the ear, made of cartilage and covered with skin. (33)
- auscultated blood pressure (ō'skəl-tāt-əd blūd prěsh'ər)** Blood pressure as measured by listening with a stethoscope. (37)
- auscultation (ō'skəl-t ā'shən)** The process of listening to body sounds. (38)
- authorization (ō'thər-ī-zā'shən)** A form that explains in detail the standards for the use and disclosure of patient information for purposes other than treatment, payment, or health-care operations. (3)
- autoclave (aw'tō-klāv)(†)** A device that uses pressurized steam to sterilize instruments and equipment. (20)
- automated external defibrillator (AED) (ō'tə-mā'tīd ik-stūr'nəl dē-fibrī-lā-ter)** A computerized defibrillator programmed to recognize lethal heart rhythms and deliver an electrical shock to restore a normal rhythm. (44)
- autonomic (ō'tə-nōm'ik)** A division of the peripheral nervous system that connects the central nervous system to viscera such as the heart, stomach, intestines, glands, blood vessels, and bladder. (27)
- autosome (ō'tə-sōm')** A chromosome that is not a sex chromosome. (23)
- axial (āk'sē-əl)** The division of the skeletal system that consists of the skull, vertebral column, and rib cage. (25)

- axilla** (āk-sil'ə) Armpit; one of the four locations for temperature readings. (37)
- axis** (ak'-səs) The second vertebra of the neck on which the head turns. (25)
- axon** (āk'sŏn') A type of nerve fiber that is typically long and branches far from the cell body. Its function is to send information away from the cell body. (27)
- bacillus** (ba-sil'ūs) (†) A rod-shaped bacterium. (46)
- bacterial spore** (bāk-tīr'ēəl spŏr) A primitive, thick-walled reproductive body capable of developing into a new individual; resistant to killing through disinfection. (19)
- balance billing** (bāl'əns bil'ing) Billing a patient for the difference between a higher usual fee and a lower allowed charge. (15)
- barium enema** (bār'ē-əm ɛn'ə-mə) A radiologic procedure performed by a radiologist who administers barium sulfate through the anus, into the rectum, and then into the colon to help diagnose and evaluate obstructions, ulcers, polyps, diverticulosis, tumors, or motility problems of the colon or rectum; also called a lower GI (gastrointestinal) series. (53)
- barium swallow** (bār'ē-əm swŏl'ŏ) A radiologic procedure that involves oral administration of a barium sulfate drink to help diagnose and evaluate obstructions, ulcers, polyps, diverticulosis, tumors, or motility problems of the esophagus, stomach, duodenum, and small intestine; also called an upper GI (gastrointestinal) series. (53)
- baroreceptors** (bar'ŏ-rē-sep'ters) (†) Structures, located in the aorta and carotid arteries, that help regulate blood pressure. (28)
- bases** (bā'sēz') Electrolytes that release hydroxyl ions in water. (23)
- basophil** (bā-sŏ-fil) (†) A type of granular leukocyte that produces the chemical histamine, which aids the body in controlling allergic reactions and other exaggerated immunologic responses. (28)
- battery** (bāt'ə-rē) An action that causes bodily harm to another. (3)
- behavior modification** (bī-hāv'yər mŏd'ə-fī-kā-shən) The altering of personal habits to promote a healthier lifestyle. (49)
- benefits** (bɛn'ə-fits) Payments for medical services. (15)
- bicarbonate ions** (bī-kar'bon-āt i'onz) Elements formed when carbon dioxide gets into the bloodstream and reacts with water. In the alimentary canal, these ions neutralize acidic chyme arriving from the stomach. (30)
- bicuspid** (bī-kūs'pids) Teeth with two cusps. There are two in front of each set of molars. (31)
- bicuspid valve** (bī-kūs'pid vālv) Heart valve that has two cusps and that is located between the left atrium and the left ventricle. Also known as the mitral valve. (28)
- bile** (bil) A substance created in the liver and stored in the gallbladder. Bile is a bitter yellow-green fluid that is used in the digestion of fats. (31)
- bilirubin** (bili-rū'bin) (†) A bile pigment formed by the breakdown of hemoglobin in the liver. (28)
- bilirubinuria** (bil'i-rū-bi-nū'rē-ā) (†) The presence of bilirubin in the urine; one of the first signs of liver disease or conditions that involve the liver. (47)
- birthday rule** (būrh'tdā'rŏŏl) A rule that states that the insurance policy of a policyholder whose birthday comes first in the year is the primary payer for all dependents. (15)
- biliverdin** (bil-i-ver'din) (†) A pigment released when a red blood cell is destroyed. (28)
- biochemistry** (bī'ŏ-kēm'ī-strē) The study of matter and chemical reactions in the body. (23)
- bioethics** (bī'ŏ-ēth'iks) Principles of right and wrong in issues that arise from medical advances. (3)
- biohazard symbol** (bī'ŏ-hāz'ərd sīm'bəl) A symbol that must appear on all containers used to store waste products, blood, blood products, or other specimens that may be infectious. (45)
- biohazardous materials** (bī'ŏ-hāz'ərd-əs mə-tīr'ə-əls) Biological agents that can spread disease to living things. (19)
- biohazardous waste container** (bī'ŏ-hāz'ərd-əs wāst kən-tā'nər) A leakproof, puncture-resistant container, color-coded red or labeled with a special biohazard symbol, that is used to store and dispose of contaminated supplies and equipment. (19)
- biopsy** (bī'ŏp'sē) The process of removing and examining tissues and cells from the body. (29)
- biopsy specimen** (bī'ŏp'sē spɛs'ə-mən) A small amount of tissue removed from the body for examination under a microscope to diagnose an illness. (42)
- bioterrorism** (bī'ŏ-tēr'ə-rīz'əm) The intentional release of a biologic agent with the intent to harm individuals. (44)
- blastocyst** (blas'tŏ-sist) A morula that travels down the uterine tube to the uterus and is invaded with fluid. It then implants into the wall of the uterus. (35)
- blood-borne pathogen** (blūd-bŏrn pāth'ə-jən) A disease-causing microorganism carried in a host's blood and transmitted through contact with infected blood, tissue, or body fluids. (21)
- blood-brain barrier** (blūd brān bār'ē-ər) A structure that is formed from tight capillaries to protect the tissues of the central nervous system from certain substances. (27)
- B lymphocyte** (bɛ līm'fə-sīt') A type of nongranular leukocyte that produces antibodies to combat specific pathogens. (48)
- body language** (bŏd'ē lāng'gwij) Non-verbal communication, including facial expressions, eye contact, posture, touch, and attention to personal space. (4)
- bookkeeping** (bŏok'kē'pīng) The systematic recording of business transactions. (18)
- bone conduction** (bŏnkən-dūk'shən) The process by which sound waves pass through the bones of the skull directly to the inner ear, bypassing the outer and middle ears. (39)
- botulism** (bŏch'ə-līz'əm) A life-threatening type of food poisoning that results from eating improperly canned or preserved foods that have been contaminated with the bacterium *Clostridium botulinum*. (26)
- brachial artery** (brāk'ē-əl ār'tə-rē) An artery that provides a palpable pulse and audible vascular sounds in the antecubital space (the bend of the elbow). (37)
- brachytherapy** (brak-ē-thār'ā-pe') (†) A radiation therapy technique in which a radiologist places temporary radioactive implants close to or directly into cancerous tissue; used for treating localized cancers. (53)
- brain stem** (brān stēm) A structure that connects the cerebrum to the spinal cord. (27)
- breach of contract** (brɛch kŏn'trākt') The violation of or failure to live up to a contract's terms. (3)
- bronchi** (brŏn-kī) The two branches of the trachea that enter the lungs. (30)
- bronchial tree** (brŏng'kē-əl trē) A series of tubes that begins where

- the distal end of the trachea branches. (30)
- bronchioles (brōng'kē-ōlz)** A part of the respiratory tract that branches from the tertiary bronchi. (30)
- buccal (būk'āl)(†)** Between the cheek and gum. (51)
- bulbourethral glands (būl'bō-yū-rē'thrāl glāndz)(†)** Glands that lie beneath the prostate and empty their fluid into the urethra. Their fluid aids in sperm movement. (35)
- buffy coat (buf'ē kōt)** The layer between the packed red blood cells and plasma in a centrifuged blood sample; this layer contains the white blood cells and platelets. (48)
- bulimia (būō-lē'mē-ə)** An eating disorder in which people eat a large quantity of food in a short period of time (bingeing) and then attempt to counter the effects of bingeing by self-induced vomiting, use of laxatives or diuretics, and/or excessive exercise. (49)
- burnout (bər-naūt)** The end result of prolonged periods of stress without relief. Burnout is an energy-depleting condition that can affect one's health and career. It can be common for those who work in health care. (4)
- bursitis (bər-sī'tīs)** Inflammation of a bursa. (25)
- calcaneus (kal-kā'nē-ūs)(†)** The largest tarsal bone; also called the heel bone. (25)
- calcitonin (kal-si-tō'nin)** A hormone produced by the thyroid gland that lowers blood calcium levels by activating osteoblasts. (32)
- calibrate (kāl'ə-brāt)** to determine the caliber of (37)
- calibration syringe (kāl'ə-brā'shən sə-rinj')** A standardized measuring instrument used to check and adjust the volume indicator on a spirometer. (52)
- calorie (kāl'ə-rē)** A unit used to measure the amount of energy food produces; the amount of energy needed to raise the temperature of 1 kg of water by 1°C. (49)
- calyces (kāl'i-sēz')** Small cavities of the renal pelvis of the kidney. (34)
- canaliculi (kan-ā-lik'yū-lī)** Tiny canals that connect lacunae to each other. (25)
- capillary (kăp'ə-lēr'ē)** Branches of arterioles and the smallest type of blood vessel. (28)
- capillary puncture (kăp'ə-lēr'ē pŭngk'chər)** A blood-drawing technique that requires a superficial puncture of the skin with a sharp point. (48)
- capitation (kăp'ī-tā'shən)** A payment structure in which a health maintenance organization prepays an annual set fee per patient to a physician. (15)
- carboxypeptidase (kar-bok-sē-pep'ti-dās)(†)** A pancreatic enzyme that digests proteins. (31)
- carcinogen (kăr-sin'ə-jən)** A factor that is known to cause the formation of cancer. (29)
- cardiac catheterization (kăr'dē-ăk'kath'ē-ter-i-zā'shun)(†)** A diagnostic method in which a catheter is inserted into a vein or artery in the arm or leg and passed through blood vessels into the heart. (41)
- cardiac cycle (kăr'dē-ăk' sī'kəl)** The sequence of contraction and relaxation that makes up a complete heartbeat. (52)
- cardiologist (kăr'dē-ōl'ə-jist)** A specialist who diagnoses and treats diseases of the heart and blood vessels (cardiovascular diseases). (2)
- carditis (kar-dī'tis)(†)** Inflammation of the heart. (28)
- carpal (kăr'pəl)** Bones of the wrist. (25)
- carpal tunnel syndrome (kăr'pəl tŭn'əl sīn'drōm')** A painful disorder caused by compression of the median nerve in the carpal tunnel of the wrist. (25)
- carrier (kăr'ē-ər)** A reservoir host who is unaware of the presence of a pathogen and so spreads the disease while exhibiting no symptoms of infection. (19)
- cast (kăst)** A rigid, external dressing, usually made of plaster or fiberglass, that is molded to the contours of the body part to which it is applied; used to immobilize a fractured or dislocated bone. (44)
- Cylinder-shaped elements with flat or rounded ends, differing in composition and size, that form when protein from the breakdown of cells accumulates and precipitates in the kidney tubules and is washed into the urine. (47)
- catabolism (kə-tăb'ə-liz'əm)** The stage of metabolism in which complex substances, including nutrients and body tissues, are broken down into simpler substances and converted into energy. (49)
- cataracts (kă'ə-răkts')** Cloudy areas that form in the lens of the eye that prevent light from reaching visual receptors. (33)
- cash flow statement (kăsh flō stāmənt)** A statement that shows the cash on hand at the beginning of a period, the income and disbursements made during the period, and the new amount of cash on hand at the end of the period. (18)
- cashier's check (kă-shīrz' che'k)** A bank check issued by a bank on bank paper and signed by a bank representative; usually purchased by individuals who do not have checking accounts. (18)
- catheterization (kath'ē-ter-i-zā'shun)(†)** The procedure during which a catheter is inserted into a vessel, an organ, or a body cavity. (47)
- caudal (kōd'l)** See **inferior**. (23)
- CD-ROM (sē'dē-rōm')** A compact disc that contains software programs; an abbreviation for "compact disc—read-only memory." (6)
- cecum (sē'kəm)** The first section of the large intestine. (31)
- cell body (sēl bōd'ē)** The portion of the neuron that contains the nucleus and organelles. (27)
- cell membrane (sēl mēm'brān')** The outer limit of a cell that is thin and selectively permeable. It controls the movement of substances into and out of the cell. (23)
- cells (sēlz)** The smallest living units of structure and function. (23)
- cellulitis (sel-yū-lī'tis)** Inflammation of cellular or connective tissue. (24)
- cellulose (sēl'yə-lōs')** A type of carbohydrate that is found in vegetables and cannot be digested by humans; commonly called fiber. (31)
- Celsius (centigrade) (sēl'sē-əs)** One of two common scales for measuring temperature; measured in degrees Celsius, or °C. (37)
- Centers for Medicare and Medicaid Services (CMS) (sēn'tərs mēd'ī-kăr'mēd'ī-kād' sŭr'vīs-əz)** A congressional agency designed to handle Medicare and Medicaid insurance claims. It was formerly known as the Health Care Financing Administration. (15)
- central nervous system (CNS) (sēn'trəl nŭr'vəs sīs'təm)** A system that consists of the brain and the spinal cord. (27)
- central processing unit (CPU) (sēn'trəl prōs'es'ing yōō'nīt)** A microprocessor, the primary computer chip responsible for interpreting and executing programs. (6)
- centrifuge (sēn'trə-fyōōj')** A device used to spin a specimen at high speed until it separates into its component parts. (45)

cerebellum (sēr'ə-bēl'əm) An area of the brain inferior to the cerebrum that coordinates complex skeletal muscle coordination. (27)

cerebrospinal fluid (CSF) (ser'ē-brō-spī-nāl flōō'id) The fluid in the subarachnoid space of the meninges and the central canal of the spinal cord. (27)

cerebrum (sēr'ə-brəm) The largest part of the brain; it mainly includes the cerebral hemispheres. (27)

Certificate of Waiver tests (sər-tif'i-kīt wā'vər tēsts) Laboratory tests that pose an insignificant risk to the patient if they are performed or interpreted incorrectly, are simple and accurate to such a degree that the risk of obtaining incorrect results is minimal, and have been approved by the Food and Drug Administration for use by patients at home; laboratories performing only Certificate of Waiver tests must meet less stringent standards than laboratories that perform tests in other categories. (45)

certified check (sūr'tə-fīd' chēk) A payer's check written and signed by the payer, which is stamped "certified" by the bank. The bank has already drawn money from the payer's account to guarantee that the check will be paid. (18)

Certified Medical Assistant (CMA) (sūr'tə-fīd' mēd'ī-kəl ə-sīs'tənt) A medical assistant whose knowledge about the skills of medical assistants, as summarized by the 2003 AAMA Role Delineation Study areas of competence, has been certified by the Certifying Board of the American Association of Medical Assistants (AAMA). (1)

cerumen (sə-rōō'mən) A waxlike substance produced by glands in the ear canal; also called earwax. (38)

cervical enlargement (sūr'vī-kəl in-lār'j-mənt) The thickening of the spinal cord in the neck region. (27)

cervical orifice (sūr'vī-kəl ōr'ə-fis) The opening of the uterus through the cervix into the vagina. (35)

cervicitis (ser-vī-sī'tis) Inflammation of the cervix. (35)

cervix (sūr'vīks) The lowest portion of the uterus that extends into the vagina. (35)

chain of custody (chān kūs'tə-dē) A procedure for ensuring that a specimen is obtained from a specified individual, is correctly identified, is under the uninterrupted control of authorized personnel, and has not been altered or replaced. (44)

CHAMPVA (Civilian Health and Medical Program of the Veterans Administration) (sī-vil'yən hēlth mēd'ī-kəl prō'grām vēt'ər-enz ād-mīn'ī-strā'shən) A type of health insurance that covers the expenses of families (dependent spouses and children) of veterans with total, permanent, and service-connected disabilities. It also covers the surviving families of veterans who die in the line of duty or as a result of service-connected disabilities. (15)

chancr (shang'ker) (†) A painless ulcer that may appear on the tongue, the lips, the genitalia, the rectum, or elsewhere. (21)

charge slip (chärj slīp) The original record of services performed for a patient and the charges for those services. (18)

check (chēk) A bank draft or order written by a payer that directs the bank to pay a sum of money on demand to the payee. (18)

chemistry (kēm'ī-strē) The study of the composition of matter and how matter changes. (23)

chemoreceptor (kē'mō-rī-sēp'tōr) Any cell that is activated by a change in chemical concentration and results in a nerve impulse. The olfactory or smell receptors in the nose are an example of a chemoreceptor. (33)

chief cells (chēf sēlz) Cells in the lining of the stomach that secrete pepsinogen. (31)

chief complaint (chēf kəm-plān't) The patient's main issue of pain or ailment. (36)

chiropractor (kī'rə-prāk'tōr) A physician who uses a system of therapy, including manipulation of the spine, to treat illness or pain. This treatment is done without drugs or surgery. (2)

cholangiography (kō-lan-jē-og'rā-fē) (†) A test that evaluates the function of the bile ducts by injection of a contrast medium directly into the common bile duct (during gallbladder surgery) or through a T-tube (after gallbladder surgery or during radiologic testing) and taking an x-ray. (53)

cholecystography (kō-lē-sis-tog'rā-fē) (†) A gallbladder function test performed by x-ray after the patient ingests an oral contrast agent; used to detect gallstones and bile duct obstruction. (41)

cholesterol (kə-lēs'tə-rōl) A fat-related substance that the body produces in the liver and obtains from dietary sources; needed in small amounts to carry out several vital functions. High

levels of cholesterol in the blood increase the risk of heart and artery disease. (49)

chordae tendineae (kōr'dē ten-dīn'ā) (†) Cord-like structures that attach the cusps of the heart valves to the papillary muscles in the ventricles. (28)

choroid (kōr'oid) The middle layer of the eye, which contains the iris, the ciliary body, and most of the eye's blood vessels. (33)

chromosome (krō'mə-sōm') Thread-like structures comprised of DNA. (23)

chronic (krōn'īk) Lasting a long time or recurring frequently, as in chronic osteoarthritis. (40)

chronic obstructive pulmonary disease (COPD) (krōn'īk ob-strūk'tīv pōō'l'mə-nēr'ē dī-zēz') A disease characterized by the presence of airflow obstruction due to chronic bronchitis or emphysema. It is typically progressive. Cigarette smoking is the leading cause. (30)

chronological résumé (krōn'ə-lōj'ī-kəl rēzōō-mā') The type of résumé used by individuals who have job experience. Jobs are listed according to date, with the most recent being listed first. (54)

chylomicron (kī-lō-mī'kron) The least dense of the lipoproteins; it functions in lipid transportation. (28)

chyme (kīm) (†) The mixture of food and gastric juice. (31)

chymotrypsin (kī-mō-trīp'sin) (†) A pancreatic enzyme that digests proteins. (31)

ciliary body (sil'ē-ēr'ē bōd'ē) A wedge-shaped thickening in the middle layer of the eyeball that contains the muscles that control the shape of the lens. (33)

circumduction (ser-kūm-dūk'shūn) Moving a body part in a circle; for example, tracing a circle with your arm. (26)

cirrhosis (sī-rō'sis) A long-lasting liver disease in which normal liver tissue is replaced with nonfunctioning scar tissue. (31)

civil law (siv'əl lō) Involves crimes against persons. A person can sue another person, business, or the government. Judgments often require a payment of money. (3)

clarity (klār'ī-tē) Clearness in writing or stating a message. (7)

class action lawsuit (klās-āk'shən lō'sōōt') A lawsuit in which one or more people sue a company or other legal entity that allegedly wronged all of them in the same way. (17)

clavicle (klāv'ī-kəl) A slender, curved long bone that connects the sternum and the scapula; also called the collar bone. (25)

clean-catch midstream urine specimen (klēn-kāch mīd'strēm yoor'īn spēs'ə-mən) A type of urine specimen that requires special cleansing of the external genitalia to avoid contamination by organisms residing near the external opening of the urethra and is used to identify the number and types of pathogens present in urine; sometimes referred to as midvoid. (47)

clearinghouse (klīr'īng-hous') A group that takes nonstandard medical billing software formats and translates them into the standard EDI formats. (15)

cleavage (klē'vij) The rapid rate of mitosis of a zygote immediately following fertilization. (35)

clinical coordinator (klīn'ī-kəl kō-ōr'dn-ā'tor) The person associated with the medical assisting school that procures externship sites and qualifies them to ensure that they provide a thorough educational experience. (54)

clinical diagnosis (klīn'ī-kəl dī'æg-nō'sīs) A diagnosis based on the signs and symptoms of a disease or condition. (38)

clinical drug trial (klīn'ī-kəl drūg trī'əl) An internationally recognized research protocol designed to evaluate the efficacy or safety of drugs and to produce scientifically valid results. (21)

Clinical Laboratory Improvement Amendments (CLIA '88) (klē'ə) A law enacted by Congress in 1988 that placed all laboratory facilities that conduct tests for diagnosing, preventing, or treating human disease or for assessing human health under federal regulations administered by the Health Care Financing Administration (HCFA) and the Centers for Disease Control and Prevention (CDC). (1)

clitoris (klīt'ər-īs) Located anterior to the urethral opening in females. It contains erectile tissue and is rich in sensory nerves. (35)

closed file (klōzd fīl) A file for a patient who has died, moved away, or for some other reason no longer consults the office for medical expertise. (10)

closed posture (klōzd pōs'chər) A position that conveys the feeling of not being totally receptive to what is being said; arms are often rigid or folded across the chest. (4)

cluster scheduling (klūs'tər skěj'ool-īng) The scheduling of similar appointments together at a certain time of the day or week. (12)

coagulation (kō-āg'yā-lā'shən) The process by which a clot forms in blood. (28)

coccus (kōk'əs) A spherical, round, or ovoid bacterium. (46)

coccyx (kōk'sīks) A small, triangular-shaped bone consisting of three to five fused vertebrae. (25)

cochlea (kōk'lē-ār) A spiral-shaped canal in the inner ear that contains the hearing receptors. (33)

code linkage (kōd līng'kij) Analysis of the connection between diagnostic and procedural information in order to evaluate the medical necessity of the reported charges. This analysis is performed by insurance company representatives. (16)

coinsurance (kō-īn-shōōr'əns) A fixed percentage of covered charges paid by the insured person after a deductible has been met. (15)

colitis (kə-lī'tīs) Inflammation of the colon. (31)

colonoscopy (kō-lon-os' kō-pē)(†) A procedure used to determine the cause of diarrhea, constipation, bleeding, or lower abdominal pain by inserting a scope through the anus to provide direct visualization of the large intestine. (41)

colony (kōl'ə-nē) A distinct group of microorganisms, visible with the naked eye, on the surface of a culture medium. (46)

color family (kūl'ər fām'ə-lē) A group of colors that share certain characteristics, such as warmth or coolness, allowing them to blend well together. (13)

colposcopy (kol-pōs'kō-pē)(†) The examination of the vagina and cervix with an instrument called a colposcope to identify abnormal tissue, such as cancerous or precancerous cells. (40)

common bile duct (kōm'ən bīl dūkt) Duct that carries bile to the duodenum. It is formed from the merger of the cystic and hepatic ducts. (31)

compactible file (kəm-pākt'əbəl fīl) Files kept on rolling shelves that slide along permanent tracks in the floor and are stored close together or stacked when not in use. (10)

complement (kōm'plə-mənt) A protein present in serum that is involved in specific defenses. (29)

complete proteins (kəm-plēt' prō'ten') Proteins that contain all nine essential amino acids. (49)

complex carbohydrates (kəm-plēks' kār'bō-hī'drāt's) Long chains of sugar units; also known as polysaccharides. (49)

complex inheritance (kəm-plēks' īn-hēr'ī-təns) The inheritance of traits determined by multiple genes. (23)

compliance plan (kəm-plī'əns plān) A process for finding, correcting, and preventing illegal medical office practices. (16)

compound (kōm'pound') A substance that is formed when two or more atoms of more than one element are chemically combined. (23)

compound microscope (kōm'pound' mī'krə-skōp') A microscope that uses two lenses to magnify the image created by condensed light focused through the object being examined. (45)

computed tomography (kəm-pyōōt'ēd tō-mogra-fē)(†) A radiographic examination that produces a three-dimensional, cross-sectional view of an area of the body; may be performed with or without a contrast medium. (41)

conciseness (kən-sīs'nəs) Brevity; the use of no unnecessary words. (7)

concussion (kən-kūsh'ən) A jarring injury to the brain; the most common type of head injury. (44)

conductive hearing loss (kon-dūk-tiv' hēr'īng lōs)(†) A type of hearing loss that occurs when sound waves cannot be conducted through the ear. Most types are temporary. (33)

condyle (kon'dīl)(†) Rounded articular surface on a bone. (25)

cones (kōnz) Light-sensing nerve cells in the eye, at the posterior of the retina, that are sensitive to color, provide sharp images, and function only in bright light. (33)

conflict (kōn'flikt') An opposition of opinions or ideas. (4)

conjunctiva (kōn'jūngk-tī'və) The protective membrane that lines the eyelid and covers the anterior of the sclera, or the white of the eye. (33)

conjunctivitis (kən-jūngk'tə-vī'tīs) A contagious infection of the conjunctiva caused by bacteria, viruses, and allergies. The symptoms may include discharge, red eyes, itching, and swollen eyelids; also commonly called pinkeye. (33)

connective (kə-nēk'tiv) A tissue type that is the framework of the body. (23)

- consumable** (kən-sōōmə-bəl) Able to be emptied or used up, as with supplies. (22)
- consumer education** (kən-sōō mə ēj'ə-kāshən) The process by which the average person learns to make informed decisions about goods and services, including health care. (14)
- constructive criticism** (kən-stre'k-tiv kr'i-tə-si-zəm) A type of critique that is aimed at giving an individual feedback about his or her performance in order to improve that performance. (54)
- contagious** (kən-tā'jəs) Having a disease that can easily be transmitted to others. (13)
- contaminated** (kən-tāmə-nāt'əd) Soiled or stained, particularly through contact with potentially infectious substances; no longer clean or sterile. (1)
- contract** (kōn'trākt') A voluntary agreement between two parties in which specific promises are made. (3)
- contraindication** (kōn'trə-in'dī-kā'shən) A symptom that renders use of a remedy or procedure inadvisable, usually because of risk. (20)
- contrast medium** (kōn'trast' mē'dē-əm) A substance that makes internal organs denser and blocks the passage of x-rays to photographic film. Introducing a contrast medium into certain structures or areas of the body can provide a clear image of organs and tissues and highlight indications of how well they are functioning. (53)
- controlled substance** (kən-trōld' sūb'stəns) A drug or drug product that is categorized as potentially dangerous and addictive and is strictly regulated by federal laws. (50)
- control sample** (kən-trōl' sām'pəl) A specimen that has a known value; used as a comparison for test results on a patient sample. (45)
- contusion** (kōn-tū'shūn)(†) A closed wound, or bruise. (44)
- conventions** (kən-vēn'shənz) A list of abbreviations, punctuation, symbols, typefaces, and instructional notes appearing in the beginning of the ICD-9. The items provide guidelines for using the code set. (16)
- convolutions** (kōn'və-lōō'shənz) The ridges of brain matter between the sulci; also called **gyri**. (27)
- coordination of benefits** (kō-ōr'dn-ā'shən bēn'ə-fits) A legal principle that limits payment by insurance companies to 100% of the cost of covered expenses. (15)
- co-payment** (kō-pā'mənt) A small fee paid by the insured at the time of a medical service rather than by the insurance company. (15)
- cornea** (kōr'nē-ə) A transparent area on the front of the outer layer of the eye that acts as a window to let light into the eye. (33)
- coronary sinus** (kōr'ə-nēr'ē sī'nəs) The large vein that receives oxygen-poor blood from the cardiac veins and empties it into the right atrium of the heart. (28)
- corpus callosum** (kōr'pəs ka-l'ō-səm) A thick bundle of nerve fibers that connects the cerebral hemispheres. (27)
- corpus luteum** (kōr'pūs lū-tē'ūm)(†) A ruptured follicle cell in the ovary following ovulation. (35)
- cortex** (kōr'təks') The outermost layer of the cerebrum. (27)
- cortisol** (kōr'ti-sol)(†) A steroid hormone that is released when a person is stressed. It decreases protein synthesis. (32)
- costal** (kōs'tāl)(†) Cartilage that attaches true ribs to the sternum. (25)
- counter check** (koun'tər chēk) A special bank check that allows a depositor to draw funds from his own account only, as when he has forgotten his checkbook. (18)
- courtesy title** (kūr'tī-sē tīt'l) A title used before a person's name, such as Dr., Mr., or Ms. (7)
- cover sheet** (kūr'ər shēt) A form sent with a fax that provides details about the transmission. (5)
- coxal** (kōks-əl')(†) Pertaining to the bones of the pelvic girdle. The coxa is composed of the ilium, ischium, and pubis. (25)
- CPT** See *Current Procedural Terminology*. (16)
- cranial** (krā'nē-āl)(†) See **superior**. (23)
- cranial nerves** (krā'nē-āl nūrvs)(†) Peripheral nerves that originate from the brain. (27)
- crash cart** (krāsh kārt) A rolling cart of emergency supplies and equipment. (44)
- creatine phosphate** (krē'ā-tēn fos'fāt)(†) A protein that stores extra phosphate groups. (26)
- credit** (krēd'it) An extension of time to pay for services, which are provided on trust. (17)
- credit bureau** (kre'-dit byūr'-o) A company that provides information about the credit worthiness of a person seeking credit. (17)
- cricoid cartilage** (krī'koyd kār'tl-ij)(†) A cartilage of the larynx that forms most of the posterior wall and a small part of the anterior wall. (30)
- crime** (krīm) An offense against the state committed or omitted in violation of public law. (3)
- criminal law** (krīm'ə-nəl lō) Involves crimes against the state. When a state or federal law is violated, the government brings criminal charges against the alleged offender. (3)
- cross-reference** (krōs'ref'ər-əns) The notation within the ICD-9 of the word *see* after a main term in the index. The *see* reference means that the main term first checked is not correct. Another category must then be used. (16)
- cross-referenced** (krōs'ref'ər-ənsd) Filed in two or more places, with each place noted in each file; the exact contents of the file may be duplicated, or a cross-reference form can be created, listing all the places to find the file. (10)
- cross-training** (krōs-tr'ā-ning) The acquisition of training in a variety of tasks and skills. (1)
- cryotherapy** (krī'ō-thēr'ə-pē) The application of cold to a patient's body for therapeutic reasons. (43)
- cryosurgery** (krī'ō-sūr'jə-rē) The use of extreme cold to destroy unwanted tissue, such as skin lesions. (42)
- crystals** (kris'təls) Naturally produced solids of definite form; commonly seen in urine specimens, especially those permitted to cool. (47)
- culture** (kūl'chər) In the sociological sense, a pattern of assumptions, beliefs, and practices that shape the way people think and act. (38)
- To place a sample of a specimen in or on a substance that allows microorganisms to grow in order to identify the microorganisms present. (46)
- culture and sensitivity** (C and S) (kūl'chər sēnsi-tiv'ə-tē) A procedure that involves culturing a specimen and then testing the isolated bacteria's susceptibility (sensitivity) to certain antibiotics to determine which antibiotics would be most effective in treating an infection. (46)
- culture medium** (kūl'chər mē'dē-əm) A substance containing all the nutrients a particular type of microorganism needs to grow. (46)
- Current Procedural Terminology** (CPT) (kūr'ənt prə-sē'jər-əl tūr'mə-nōl'ə-jē) A book with the most commonly used

- system of procedure codes. It is the HIPAA-required code set for physicians' procedures. (16)
- cursor (kūr'sər)** A blinking line or cube on a computer screen that shows where the next character that is keyed will appear. (6)
- Cushing's disease (kush'ingz dī-zēz')** A condition in which a person produces too much **cortisol** or has used too many steroid hormones. Some of the signs and symptoms include buffalo hump obesity, a moon face, and abdominal stretch marks; also called hypercortisolism. (32)
- cuspid (kūs'pidz)** The sharpest teeth; they act to tear food. (31)
- cyanosis (sī'ə-nō'sīs)** A bluish color of skin that results when the supply of oxygen is low in the blood. (24)
- cycle billing (sī'kəl bī'ing)** A system that sends invoices to groups of patients every few days, spreading the work of billing all patients over the month while billing each patient only once. (17)
- cystic duct (sīs'tik dūkt)** The duct from the gallbladder that merges with the hepatic duct to form the common bile duct. (31)
- cystitis (sis-tī'tis)(†)** Inflammation of the urinary bladder caused by infection. (34)
- cytokines (sī'tō-kīnz)** A chemical secreted by T lymphocytes in response to an antigen. Cytokines increase T and B cell production, kill cells that have antigens, and stimulate red bone marrow to produce more white blood cells. (29)
- cytokinesis (sī'tō-ki-nē'sis)(†)** Splitting of the cytoplasm during cell division. (23)
- cytoplasm (sī'tə-plāz'əm)** The watery intracellular substance that consists mostly of water, proteins, ions, and nutrients. (23)
- damages (dām'ijz)** Money paid as compensation for violating legal rights. (17)
- database (dā'tə-bās)** A collection of records created and stored on a computer. (6)
- dateline (dāt'lin')** The line at the top of a letter that contains the month, day, and year. (7)
- debridement (dā-brēd-mont')(†)** The removal of debris or dead tissue from a wound to expose healthy tissue. (42)
- decibel (dēs'ə-bəl)** A unit for measuring the relative intensity of sounds on a scale from 0 to 130. (39)
- deductible (dī-dūk'tə-bəl)** A fixed dollar amount that must be paid by the insured before additional expenses are covered by an insurer. (15)
- deep (dēp)** Anatomical term meaning closer to the inside of the body. (23)
- defamation (dēf'ə-mā'shən)** Damaging a person's reputation by making public statements that are both false and malicious. (3)
- defecation reflex (def-ē-kā'shūn rē'flēks')** The relaxation of the anal sphincters so that feces can move through the anus in the process of elimination. (31)
- deflection (dī-flēk'shən)** A peak or valley on an electrocardiogram. (52)
- dehydration (dē-hī'drā'shən)** The condition that results from a lack of adequate water in the body. (44)
- dementia (dī-mēn'shə)** The deterioration of mental faculties from organic disease of the brain. (14)
- dendrite (dēn'drīt')** A type of nerve fiber that is short and branches near the cell body. Its function is to receive information from the neuron. (27)
- deoxyhemoglobin (dē-oks-ē-hē-mō-glō'bin)(†)** A type of hemoglobin that is not carrying oxygen. It is darker red in color than hemoglobin. (28)
- dependent (dī-pēn'dənt)** A person who depends on another person for financial support. (18)
- depolarization (dē-pō'lār-i-za-shūn)(†)** The loss of polarity, or opposite charges inside and outside; the electrical impulse that initiates a chain reaction resulting in contraction. (52)
- depolarized (dē-pō'lār-īzd)(†)** A state in which sodium ions flow to the inside of the cell membrane, making the outside less positive. Depolarization occurs when a neuron responds to stimuli such as heat, pressure, or chemicals. (27)
- depression (dī-pre-shan)** The lowering of a body part. (26)
- dermatitis (dūr-mə-tī'tis)** Inflammation of the skin. (24)
- dermatologist (der-mā-tol'ō-jist)(†)** A specialist who diagnoses and treats diseases of the skin, hair, and nails. (2)
- dermis (dūr'mis)** The middle layer of the skin, which contains connective tissue, nerve endings, hair follicles, sweat glands, and oil glands. (24)
- descending colon (dī-sēnd'ing kō'lən)** The segment of the large intestine after the transverse colon that descends the left side of the abdominal cavity. (31)
- descending tracts (dī-sēnd'ing trāktz)** Tracts of the spinal cord that carry motor information from the brain to muscles and glands. (27)
- detrusor muscle (dē-trūs'or mūs'al)** A smooth muscle that contracts to push urine from the bladder into the urethra. (34)
- diabetes mellitus (dī'ə-bē'tīs mē-lī'təs)** Any of several related endocrine disorders characterized by an elevated level of glucose in the blood, caused by a deficiency of insulin or insulin resistance at the cellular level. (32)
- diagnosis (Dx) (dī'əg-nō'sis)** The primary condition for which a patient is receiving care. (16)
- diagnosis code (dī'əg-nō'sis kōd)** The way a diagnosis is communicated to the third-party payer on the health-care claim. (16)
- diagnostic radiology (dī'əg-nō'stik rā'dē-ōl'ə-jē)** The use of x-ray technology to determine the cause of a patient's symptoms. (53)
- diapedesis (dī'ə-pē-dēs'is)(†)** The squeezing of a cell through a blood vessel wall. (28)
- diaphragm (dī'ə-frām')** A muscle that separates the thoracic and abdominopelvic cavities. (23)
- diaphysis (dī'af'i-sis)** The shaft of a long bone. (25)
- diastolic pressure (dī'ə-stōl'ik prēsh'ər)** The blood pressure measured when the heart relaxes. (28)
- diathermy (dī'ə-thūr'mē)** A type of heat therapy in which a machine produces high-frequency waves that achieve deep heat penetration in muscle tissue. (43)
- diencephalon (dī-en-sef'ā-lon)(†)** A structure that includes the thalamus and the hypothalamus. It is located between the cerebral hemispheres and is superior to the brain stem. (27)
- differential diagnosis (dīf'ə-rēn'shəl dī'əg-nō'sis)** The process of determining the correct diagnosis when two or more diagnoses are possible. (38)
- differently abled (dīf'ər-ənt-lē ā'bəld)** Having a condition that limits or changes a person's abilities and may require special accommodations. (13)
- diffusion (dī-fyū'zhūn)(†)** The movement of a substance from an area of high concentration to an area of low concentration. (23)
- digital examination (dij'ī-tl ig-zam'ə-nā'shən)** Part of a physical examination in which the physician inserts

- one or two fingers of one hand into the opening of a body canal such as the vagina or the rectum; used to palpate canal and related structures. (38)
- diluent** (dīl'yōō-ənt) A liquid used to dissolve and dilute another substance, such as a drug. (51)
- disaccharide** (dī-sak'ā-rīd)(†) A type of carbohydrate that is a simple sugar. (31)
- disability insurance** (dīs'ə-bīlī-tē in-shōōr'əns) Insurance that provides a monthly, prearranged payment to an individual who cannot work as the result of an injury or disability. (15)
- disbursement** (dīs-bûrs'mənt) Any payment of funds made by the physician's office for goods and services. (8)
- disclaimer** (dīs-klāmər) A statement of denial of legal liability. (5)
- disclosure** (dī-sklō'zhər) The release of, the transfer of, the provision of access to, or the divulgence in any manner of patient information. (3)
- disclosure statement** (dī-sklō'zhər stāt'mənt) A written description of agreed terms of payment; also called a federal Truth in Lending statement. (17)
- disinfectant** (dīs'in-fēk'tānt) A cleaning product applied to instruments and equipment to reduce or eliminate infectious organisms; not used on human tissue. (20)
- disinfection** (dīs'in-fēk'shən) The destruction of infectious agents on an object or surface by direct application of chemical or physical means. (19)
- dislocation** (dīs'lō-kā'shən) The displacement of a bone end from a joint. (44)
- dispense** (dī-spēns') To distribute a drug, in a properly labeled container, to a patient who is to use it. (50)
- distal** (dīs'təl) Anatomical term meaning farther away from a point of attachment or farther away from the trunk of the body. (23)
- distal convoluted tubule** (dīs'təl kon'vō-lū-ted tū'byūl) The last twisted section of the renal tubule; it is located after the loop of Henle. Several of these tubules merge together to form collecting ducts. (34)
- distribution** (dīs'tri-byōō'shən) The biochemical process of transporting a drug from its administration site in the body to its site of action. (50)
- diverticulitis** (dī'ver-tik-yū-lī'tis)(†) Inflammation of the diverticuli, which are abnormal dilations in the intestine. (31)
- DNA** (dē'ēn-ā) A nucleic acid that contains the genetic information of cells. (23)
- doctor of osteopathy** (dok'tər ōs'tē-ōp'ə-thē) A doctor who focuses special attention on the musculoskeletal system and uses hands and eyes to identify and adjust structural problems, supporting the body's natural tendency toward health and self-healing. (2)
- documentation** (dōk'yə-mən-tā'shən) The recording of information in a patient's medical record; includes detailed notes about each contact with the patient and about the treatment plan, patient progress, and treatment outcomes. (9)
- dorsal** (dōr'səl) See **posterior**. (23)
- dorsal root** (dōr'səl rōōt) A portion of a spinal nerve that contains axons of sensory neurons only. (27)
- dorsiflexion** (dōr-si-flek'shūn)(†) Pointing the toes upward. (26)
- dosage** (dōs'āj) The size, frequency, and number of doses. (50)
- dose** (dōs) The amount of a drug given or taken at one time. (50)
- dot matrix printer** (dōt mā'triks prīn'tər) An impact printer that creates characters by placing a series of tiny dots next to one another. (6)
- double-booking system** (dūb'əl bōōk'ing sistəm) A system of scheduling in which two or more patients are booked for the same appointment slot, with the assumption that both patients will be seen by the doctor within the scheduled period. (12)
- douche** (dōōsh) Vaginal irrigation, which can be used to administer vaginal medication in liquid form. (51)
- drainage catheter** (drā'nij kāth'ī-tər) A type of catheter used to withdraw fluids. (47)
- dressings** (drēs'ings) Sterile materials used to cover a surgical or other wound. (42)
- ductus arteriosus** (dūk'tūs ar-tēr'ē-ō'sus)(†) The connection in the fetus between the pulmonary trunk and the aorta. (35)
- ductus venosus** (duk'tūs ven-ō'sus)(†) A blood vessel that allows most of the blood to bypass the liver in the fetus. (35)
- duodenum** (dōō'ə-dē'nəm) The first section of the small intestine. (31)
- durable item** (dōōr'ə-bəl ī'təm) A piece of equipment that is used repeatedly, such as a telephone, computer, or examination table; contrast with **expendable item**. (8)
- durable power of attorney** (dōōr'ə-bəl pōūr ə-tūr'nē)(†) A document naming the person who will make decisions regarding medical care on behalf of another person if that person becomes unable to do so. (3)
- dwarfism** (dwōrf'izm) A condition in which too little growth hormone is produced, resulting in an abnormally small stature. (32)
- dysmenorrhea** (dis-men-ōr-ē'ā)(†) Severe menstrual cramps that limit daily activity. (35)
- dyspnea** (disp-nē'ā)(†) Difficult or painful breathing. (37)
- ear ossicles** (ēr ōs'i-kl)(†) Three tiny bones called the malleus, the incus, and the stapes located in the middle ear cavity. They are the smallest bones of the body. (33)
- eccrine gland** (ek'rin glānd)(†) The most numerous type of sweat gland. Eccrine sweat glands produce a watery type of sweat and are activated primarily by heat. (24)
- echocardiography** (ek'ō-kar-dē-og'ā-fē)(†) A procedure that tests the structure and function of the heart through the use of reflected sound waves, or echoes. (41)
- E code** (ē kōd) A type of code in the ICD-9. E-codes identify the external causes of injuries and poisoning. (16)
- ectoderm** (ek'tō-derm)(†) The primary germ layer that gives rise to nervous tissue and some epithelial tissue. (35)
- eczema** (ēk'sə-mə) Inflammatory condition of the skin. (24)
- edema** (ī-dē'mə) An excessive buildup of fluid in body tissue. (28)
- editing** (ēd'it-ing) The process of ensuring that a document is accurate, clear, and complete; free of grammatical errors; organized logically; and written in the appropriate style. (7)
- effectors** (ī-fēk'tərs) Muscles and glands that are stimulated by motor neurons in the peripheral nervous system. (27)
- efferent arterioles** (ēf'ər-ənt ar-tēr'ē-ōlz)(†) Structures that deliver blood to peritubular capillaries that are wrapped around the renal tubules of the nephron in the kidneys. (34)
- efficacy** (ēf'ī-kə-sē) The therapeutic value of a procedure or therapy, such as a drug. (50)
- efficiency** (ī-fish'ən-sē) The ability to produce a desired result with

- the least effort, expense, and waste. (8)
- electrocardiogram (ECG or EKG)** (i-lĕk'trō-kār-dē-ə-grām') The tracing made by an **electrocardiograph**. (52)
- electrocardiograph** (i-lĕk'trō-kār-dē-ə-grāf') An instrument that measures and displays the waves of electrical impulses responsible for the cardiac cycle. (52)
- electrocardiography** (i-lĕk'trō-kār-dē-ōgrā-fē) The process by which a graphic pattern is created to reflect the electrical impulses generated by the heart as it pumps. (52)
- electrocauterization** (i-lĕk'trō-kō-tər-i-zā-shən) The use of a needle, probe, or loop heated by electric current to remove growths such as warts, to stop bleeding, and to control nosebleeds that either will not subside or continually recur. (42)
- electrodes** (i-lĕk'trōds') Sensors that detect electrical activity. (52)
- electroencephalography** (i-lĕk'trō-ĕnsĕf'ə-lōgrā-fē) A procedure that records the electrical activity of the brain as a tracing called an electroencephalogram, or EEG, on a strip of graph paper. (41)
- electrolytes** (i-lĕk'trō-līts) Substances that carry electrical current through the movement of ions. (23)
- electromyography** (i-lĕk'trō-mī-og'rā-fē) A procedure in which needle electrodes are inserted into some of the skeletal muscles and a monitor records the nerve impulses and measures conduction time; used to detect neuromuscular disorders or nerve damage. (41)
- electron microscope** (i-lĕk'trōn mīkrā-skōp') A microscope that uses a beam of electrons instead of a beam of light; can magnify an image several million times. (45)
- electronic data interchange (EDI)** (i-lĕk'trōn'ik dā'tə in'tər-chānj') Transmitting electronic medical insurance claims from providers to payers using the necessary information systems. (15)
- electronic mail** (i-lĕk'trōn'iks) A method of sending and receiving messages through a computer network; commonly known as e-mail. (6)
- electronic transaction record** (i-lĕk'trōn'ik trān-sāk'shən rī-kōrd) The standardized codes and formats used for the exchange of medical data. (3)
- elevation** (e-lə-v'ā-shən) The raising of a body part. (26)
- embolism** (ĕm'bā-liz'əm) An obstruction in a blood vessel. (40)
- embolus** (ĕm'bā-ləs) A portion of a thrombus that breaks off and moves through the bloodstream. (28)
- embryonic period** (em-brē-on'ik pīr'ē-əd) (†) The second through eighth weeks of pregnancy. (35)
- E/M code** (ĕ/ĕm kōd) Evaluation and management codes that are often considered the most important of all CPT codes. The E/M section guidelines explain how to code different levels of services. (16)
- empathy** (ĕm'pə-thē) Identification with or sensitivity to another person's feelings and problems. (4)
- employment contract** (ĕm-plo' mənt kōn'trākt') A written agreement of employment terms between employer and employee that describes the employee's duties and the considerations (money, benefits, and so on) to be given by the employer in exchange. (18)
- enclosure** (ĕn-klō'zhərz) Materials that are included in the same envelope as the primary letter. (7)
- endocardium** (en-dō-kar'dē-ŭm) (†) The innermost layer of the heart. (28)
- endochondral** (en-dō-kon'drāl) (†) A type of ossification in which bones start out as cartilage models. (25)
- endocrine gland** (ĕn'dā-kra-n glānd) A gland that secretes its products directly into tissue, fluid, or blood. (23)
- endocrinologist** (ĕn'dā-kra-nōl'ə-jīst) A specialist who diagnoses and treats disorders of the endocrine system, which regulates many body functions by circulating hormones that are secreted by glands throughout the body. (2)
- endoderm** (ĕn'dō-derm) (†) The primary germ layer that gives rise to epithelial tissues only. (35)
- endogenous infection** (ĕn'dōj'ə-nəs in-fĕk'shən) An infection in which an abnormality or malfunction in routine body processes causes normally beneficial or harmless microorganisms to become pathogenic. (19)
- endolymph** (ĕn'dō-limf) (†) A fluid in the inner ear. When this fluid moves, it activates hearing and equilibrium receptors. (33)
- endometriosis** (en'dō-mē-trē-ō'sis) (†) A condition in which tissues that make up the lining of the uterus grow outside the uterus. (35)
- endometrium** (en'dō-mē'trē-ŭm) (†) The innermost layer of the uterus. It undergoes significant changes during the menstrual cycle. (35)
- endomysium** (en'dō-miz'ē-ŭm) (†) A connective tissue covering that surrounds individual muscle cells. (26)
- endorse** (ĕn-dōrs') To sign or stamp the back of a check with the proper identification of the person or organization to whom the check is made out, to prevent the check from being cashed if it is stolen or lost. (18)
- endoscopy** (ĕn-dōs'kə-pē) Any procedure in which a scope is used to visually inspect a canal or cavity within the body. (41)
- endosteum** (en-dōs'tē-ŭm) (†) A membrane that lines the medullary cavity and the holes of spongy bone. (25)
- enunciation** (i-nūn'sē-ā'shən) Clear and distinct speaking. (11)
- enzyme immunoassay (EIA)** (ĕnzīm im'yū-nō-as'ā) (†) The detection of substances by immunological methods. This method involves an antigen, an antibody specific for the antigen, and a second antibody conjugated to an enzyme. (47)
- enzyme-linked immunosorbent assay (ELISA) test** (ĕnzīm-lingkt im'yū-nō-sōr'bent ās'ā tĕst) (†) A blood test that confirms the presence of antibodies developed by the body's immune system in response to an initial HIV infection. (21)
- eosinophil** (ē-ō-sin'ō-fil) (†) A type of granular leukocyte that captures invading bacteria and antigen-antibody complexes through phagocytosis. (48)
- epicardium** (ep-i-kar'dē-ŭm) (†) The outermost layer of the wall of the heart. Also known as the **visceral pericardium**. (28)
- epidermis** (ĕp'ī-dūr'mis) The most superficial layer of the skin. (24)
- epididymis** (ep-i-did'i-mis) (†) An elongated structure attached to the back of the testes and in which sperm cells mature. (35)
- epididymitis** (ep-i-did-i-mī'tis) (†) Inflammation of an **epididymis**. Most cases result from infection. (35)
- epiglottic cartilage** (ep-i-glot'ik kār'tl-ij) (†) A cartilage of the larynx that forms the framework of the epiglottis. (30)
- epiglottis** (ep-i-glot'ī-tis) (†) The flap-like structure that closes off the larynx during swallowing. (30)
- epilepsy** (ĕp'ə-lĕp'sē) A condition that occurs when parts of the brain receive a burst of electrical signals that disrupt normal brain function; also called **seizures**. (27)

- epimysium (ep-i-mis'ē-ūm) (†)** A thin covering that is just deep to the fascia of a muscle. It surrounds the entire muscle. (26)
- epinephrine (ēp'ə-nēf'rīn)** An injectable medication used to treat anaphylaxis by causing vasoconstriction to increase blood pressure. (29)
A hormone secreted from the adrenal glands. It increases heart rate, breathing rate, and blood pressure. (32)
- epiphyseal disk (ep-i-fiz'ē-āl dīsk) (†)**
A plate of cartilage between the **epiphysis** and the **diaphysis**. (25)
- epiphysis (e-pif'ī-sis) (†)** The expanded end of a long bone. (25)
- epistaxis (ēp'ī-stak'sis)** Nosebleed. (44)
- epithelial tissue (ep-i-thē'lē-ēl tīsh'ōō) (†)** A tissue type that lines the tubes, hollow organs, and cavities of the body. (23)
- erectile tissue (ī-rēk'təl tīsh'ōō)** A highly specialized tissue located in the shaft of the penis. It fills with blood to achieve an erection. (35)
- erythema (er-i-thē'mā)** Redness of the skin. (43)
- erythroblastosis fetalis (ē-rith'rō-blastō'sis fē'tāl-is) (†)** A serious anemia that develops in a fetus with Rh-positive blood as a result of antibodies in an Rh-negative mother's body. (28)
- erythrocytes (ī-rith'rā-sīt's)** Red blood cells. (28)
- erythrocyte sedimentation rate (ESR) (ī-rith'rā-sīt' sēd'ə-mən-tā'shən rāt)**
The rate at which red blood cells, the heaviest blood component, settle to the bottom of a blood sample. (48)
- erythropoietin (ē-rith-rō-poy'ē-tin) (†)**
A hormone secreted by the kidney and is responsible for regulating the production of red blood cells. (28)
- esophageal hiatus (ī-sōf'ə-jē'əl)** Hole in the diaphragm through which the esophagus passes. (31)
- established patient (ī-stāb'lish t pā'shənt)** A patient who has seen the physician within the past three years. This determination is important when using E/M codes. (16)
- estrogen (ēs'trə-jən)** A female sex hormone; when produced during ovulation, estrogen causes a buildup of the lining of the uterus (womb) to prepare it for a possible pregnancy. (32)
- ethics (ēth'īks)** General principles of right and wrong, as opposed to requirements of law. (3)
- ethmoid (ēth'moyd) (†)** Bones located between the sphenoid and nasal bone that form part of the floor of the cranium. (25)
- etiologic agent (ē'tē-ə-lōj'īk ā'jənt)** A living microorganism or its toxin that may cause human disease. (46)
- etiquette (ēt'ī-ke't')** Good manners. (11)
- eustachian tube (yōō-stā'shən tōōb)**
An opening in the middle ear, leading to the back of the throat, that helps equalize air pressure on both sides of the eardrum. (39)
- eversion (ē-ver'zhūn) (†)** Turning the sole of the foot laterally. (26)
- exclusion (īk-sklōōzh'ən)** An expense that is not covered by a particular insurance policy, such as an eye examination or dental care. (15)
- excretion (īk-skrē'shən)** The elimination of waste by a discharge; in drug metabolism, the manner in which a drug is eliminated from the body. (50)
- exocrine gland (ēk'sə-krīn glānd)** A gland that secretes its product into a duct. (23)
- exogenous infection (ēk-sōj'ə-nəs īn-fēk'shən)** An infection that is caused by the introduction of a pathogen from outside the body. (19)
- expendable item (īk-spēn'dəbəl ī'təm)**
An item that is used and must then be restocked; also known collectively as supplies. Contrast with **durable item**. (8)
- expiration (ēk'spə-rā'shən)** The process of breathing out; also called exhalation. (30)
- expressed contract (īk-spřest' kōn'trăkt)**
A contract clearly stated in written or spoken words. (3)
- extension (īk-siēn'shən)** An unbending or straightening movement of the two elements of a jointed body part. (26)
- external auditory canal (īk-stūr'nəl ō'dī-tōr'ē kə-nāl')** Canal that carries sound waves to the tympanic membrane; commonly called the ear canal. (33)
- externship (īk-stūr'nshīp)** A period of practical work experience performed by a medical assisting student in a physician's office, hospital, or other health-care facility. (1)
- extrinsic eye muscles (īk-strīn' sīk ī mūs'əlz)** The skeletal muscles that move the eyeball. (33)
- facsimile machine (fāk-sim'ə-lē mə-shēn')** A piece of office equipment used to send a facsimile, or fax, over telephone lines from one modem to another; more commonly called a fax machine. (11)
- facultative (fak-ūl-tā'tiv) (†)** Able to adapt to different conditions; in microbiology, able to grow in environments either with or without oxygen. (46)
- Fahrenheit (fār'ən-hīt)** One of two common scales used for measuring temperature; measured in degrees Fahrenheit, or °F. (37)
- fallopian tubes (fə-l'ō-pē-ən tūbz)**
Tubes that extend from the uterus on each side and that open near an ovary. (35)
- family practitioner (fām'ə-lē prāk-tīsh'ə-nər) (†)** A physician who does not specialize in a branch of medicine but treats all types and ages of patients; also called a general practitioner. (2)
- fascia (fash'ē-ā) (†)** A structure that covers entire skeletal muscles and separates them from each other. (26)
- fascicle (fās'ī-kəl)** Sections of a muscle divided by connective tissue called perimysium. (26)
- febrile (fēb'rəl)** Having a body temperature above one's normal range. (37)
- feces (fē'sēz)** Material found in the large intestine and made from leftover chyme. Feces are eventually eliminated through the anus. (31)
- feedback (fēd'bāk')** Verbal and nonverbal evidence that a message was received and understood. (4)
- fee-for-service (fē fōr sūr'vīs)** A major type of health plan. It repays policyholders for the costs of health care that are due to illness and accidents. (15)
- fee schedule (fē skēj'ōōl)** A list of the costs of common services and procedures performed by a physician. (15)
- felony (fēl'ə-nē)** A serious crime, such as murder or rape, that is punishable by imprisonment. In certain crimes, a felony is punishable by death. (3)
- femoral (fem'ō-rāl) (†)** Relating to the femur or thigh. (23)
- femur (fē'mər)** The bone in the upper leg; commonly called the thigh bone. (25)
- fenestrated drape (fēn'ī-strā'tēd drāp)**
A drape that has a round or slitlike opening that provides access to the surgical site. (38)
- fertilization (fēr'til-i-zā'shūn)** The process in which an egg unites with a sperm. (35)
- fetal period (fē'l pīr'ē-əd)** A period that begins at week nine of pregnancy and continues through delivery of the offspring. (35)
- fiber (fī'bər)** The tough, stringy part of vegetables and grains, which is not absorbed by the body but aids in a variety of bodily functions. (49)

- fibrinogen** (fi-brinō-jen)(†) A protein found in plasma that is important for blood clotting. (28)
- fibroid** (fi'broid) A benign tumor in the uterus composed of fibrous tissue. (35)
- fibromyalgia** (fi-brō-mī-al'jē-ā)(†) A condition that exhibits chronic pain primarily in joints, muscles, and tendons. (26)
- fibula** (fib'yə-lə) The lateral bone of the lower leg. (25)
- file guide** (fil'gid) A heavy cardboard or plastic insert used to identify a group of file folders in a file drawer. (10)
- filtration** (fil-trā'shan) A process that separates substances into solutions by forcing them across a membrane. (23)
- fimbriae** (fi'm-brē-ə) Fringe-like structures that border the entrances of the fallopian tubes. (35)
- first morning urine specimen** (fūrst mōr'ning yōōr'in spēś-ə-mən) A urine specimen that is collected after a night's sleep; contains greater concentrations of substances that collect over time than specimens taken during the day. (47)
- fixative** (fik'sə-tiv) A solution sprayed on a slide immediately after the specimen is applied. It is used to preserve and hold the cells in place until a microscopic examination is performed. (22)
- flexion** (flek'shūn)(†) A bending movement of the two elements of a jointed body part. (26)
- floater** (flō'tər) A nonsterile assistant who is free to move about the room during surgery and attend to unsterile needs. (42)
- fluidotherapy** (flōō'id-ōthēr'ə-pē) A technique for stimulating healing, particularly in the hands and feet, by placing the affected body part in a container of glass beads that are heated and agitated with hot air. (43)
- follicle** (fōl'i-kəl) An accessory organ of the skin that is found in the dermis and the sites at which hairs emerge. (24)
- follicle-stimulating hormone (FSH)** (fōl'i-kəl stim'yū-lā-ting hōr'mōn) A hormone that in females stimulates the production of estrogen by the ovaries; in males, it stimulates sperm production. (32)
- follicular cells** (fə-lī'kyə-lər selz) Small cells contained in the primordial follicle along with a large cell called a primary oocyte. (35)
- folliculitis** (fō-lik-yū-lī'tis)(†) Inflammation of the hair follicle. (24)
- fomite** (fō'mit)(†) An inanimate object, such as clothing, body fluids, water, or food, that may be contaminated with infectious organisms and thus serve to transmit disease. (19)
- fontanel** (fān-tə-n'el) The soft spot in an infant's skull that consists of tough membranes that connect to incompletely developed bone. (25)
- food exchange** (fōōd iks-chānj') A unit of food in a particular food category that provides the same amounts of protein, fat, and carbohydrates as all other units of food in that category. (49)
- foramen magnum** (fə-rā'-mən mag-nəm) The large hole in the occipital bone that allows the brain to connect to the spinal cord. (25)
- foramen ovale** (fō-rā'men ō-vā'lē)(†) A hole in the fetal heart between the right atrium and the left atrium. (35)
- forced vital capacity (FVC)** (fōrst vit'ī kə-pās'ī-tē) The greatest volume of air that a person is able to expel when performing rapid, forced expiration. (52)
- formalin** (fōr-mā-lin)(†) A dilute solution of formaldehyde used to preserve biological specimens. (42)
- formed elements** (fōrmd ēl'ə-mənts) Red blood cells, white blood cells, and platelets; comprise 45% of blood volume. (48)
- formulary** (fōr'myū-lā-rē)(†) An insurance plan's list of approved prescription medications. (15)
- fraud** (frōd) An act of deception that is used to take advantage of another person or entity. (3)
- fracture** (frāk'chər) Any break in a bone. (41)
- frequency** (frē'kwən-sē) The number of complete fluctuations of energy per second in the form of waves. (39)
- frontal** (frūn'tl) Anatomical term that refers to the plane that divides the body into anterior and posterior portions. Also called coronal. (23)
- full-block letter style** (fōōl blōk lēt'ər stīl) A letter format in which all lines begin flush left; also called block style. (7)
- functional résumé** (fūngk'shə-nəl rēz'ōō-mā') A résumé that highlights specialty areas of a person's accomplishments and strengths. (54)
- fungus** (fūng'gəs) A eukaryotic organism that has a rigid cell wall at some stage in the life cycle. (46)
- gait** (gāt) The way a person walks, consisting of two phases: stance and swing. (43)
- ganglia** (gāng'glē-ə) Collections of neuron cell bodies outside the central nervous system. (27)
- gastric juice** (gās'trik jüs) Secretions from the stomach lining that begin the process of digesting protein. (31)
- gastritis** (gā-strī'tis) Inflammation of the stomach lining. (31)
- gastroenterologist** (gās'trō-ēn-ter-ol'ō-jist)(†) A specialist who diagnoses and treats disorders of the entire gastrointestinal tract, including the stomach, intestines, and associated digestive organs. (2)
- gastroesophageal reflux disease (GERD)** (gās'trō-ē-sof'ā-jē'āl-rē'flēks dī-zēz') A condition that occurs when stomach acids are pushed into the esophagus and cause heartburn. (31)
- gene** (jēn) A segment of DNA that determines a body trait. (23)
- general physical examination** (jēn'ər-əl fīz'ī-kəl ig-zām'ə-nā'shən) An examination performed by a physician to confirm a patient's health or to diagnose a medical problem. (22)
- generic name** (jə-nēr'ik nām) A drug's official name. (50)
- gerontologist** (jēr'ən-tōl'ə-jist) A specialist who studies the aging process. (2)
- giantism** (jī'an-tizm)(†) A condition in which too much growth hormone is produced in childhood, resulting in an abnormally increased stature. (32)
- glans penis** (glanz pē'nīs) A cone-shaped structure at the end of the penis. (35)
- glaucoma** (glou-kō'mə) A condition in which too much pressure is created in the eye by excessive aqueous humor. This excess pressure can lead to permanent damage of the optic nerves, resulting in blindness. (33)
- global period** (glō'bəl pīr'ē-əd) The period of time that is covered for follow-up care of a procedure or surgical service. (16)
- globulins** (glob'yū-lin)(†) Plasma proteins that transport lipids and some vitamins. (28)
- glomerular capsule** (glō-mār'yū-lār kāp'səl)(†) A capsule that surrounds the glomerulus of the kidney. (34)
- glomerular filtrate** (glō-mār'yū-lār fil'trāt')(†) The fluid remaining in the glomerular capsule after glomerular filtration. (34)